



Monroe 2-Orleans BOCES Guide for Services

2019-2020

Monroe 2–Orleans BOCES

The BOCES District Superintendent's duties also include:

Liaison Services

The BOCES District Superintendent:

- facilitates communication between districts and the SED, interprets, clarifies and assists in the implementation of New York State Education Law and the rules and regulations of the Board of Regents and the Commissioner of Education.

Superintendent Search

Upon request, the BOCES District Superintendent may be called upon by a component board of education to act as a consultant in the selection of a superintendent of schools, in the recruitment, and in the screening and evaluation of candidates. This service is provided under the BOCES Administrative Service Budget. This process includes:

- meeting with staff and community groups
- developing and mailing search brochures
- placing advertisements in nation-wide publications
- screening applicants
- selecting finalists
- assisting the board in setting up a process for interviews.

Consulting

Drawing upon the resources of SED and BOCES professional staff, the BOCES District Superintendent consults with school districts on a variety of education issues including:

- implementing new state standards and graduation
- requirements managing and planning building projects
- reorganizing school boundaries
- participating in SED programs.

Welcome to the Guide



Jo Anne L. Antonacci

Dear Colleagues,

As our Capital Project draws to a close, the Monroe 2–Orleans BOCES focuses on “Moving Forward Together”.

Classrooms have been upgraded, technology raised to 21st century standards, and program options expanded. It is only through our collective efforts that we can create more and more opportunities for students and community members within our region.

The 2019-2020 Monroe 2–Orleans BOCES Guide for Services includes programs and services that have been reviewed and adapted to bring you the highest levels of quality, customer satisfaction and cost efficiency. Offerings range from PreK-12 instructional programs and support, career and technical education, school improvement, professional development, school library and labor relations services to adult education.

BOCES staff members are available to address questions and provide more information about a particular program or service prior to your service request submission. Should you have a need not addressed within the Guide, please let us know so we can work with you in developing a possible solution.

The Monroe 2–Orleans BOCES and its component districts are known for our collaborative approach. As time goes by, that valuable approach only becomes more critical. Thank you for making BOCES 2 your educational partner of choice.

Respectfully Yours,

Jo Anne L. Antonacci
District Superintendent

Superintendent Services

The District Superintendent of Schools is a salaried officer of the State of New York, serving both the State Education Department (SED) and the Board of Cooperative Educational Services. In this capacity, under education law, the District Superintendent functions as the chief executive officer of BOCES, supervising the administration of the services BOCES provides at the request of component districts. The District Superintendent is also responsible for providing leadership as a regional representative of the Commissioner of Education. In this role, the District Superintendent may be asked by the Commissioner to represent her on special assignment in the school districts within the supervisory area.

Administrative Assistant and Board Clerk

Ginger Critchley • 585-352-2411 • gcritchl@monroe2boces.org

Table of Contents

Page

What is BOCES/Overview	2
Directory: BOCES and Component Districts	3
Mission and Vision	4
General Principles Governing BOCES	4
Instructional Programs	5
Career and Technical Education	6
Center for Workforce Development	8
Department for Exceptional Children	9
Westside Junior/Senior High Academy (regular ed. alternative programs)	16
Regional Summer School Program	16
Instructional Support	17
Communication and Technology Services	18
Curriculum, Instruction and Professional Development	22
Grant Writing	25
Reading Recovery	25
BOCES 4 Science/Elementary Science Program	26
MAARS - Monroe/Orleans Accountability, Assessment, and Reporting Services	27
Finance, Human Resources and Labor Relations	28
Cooperative Bidding	29
Rochester School Business Officials' Meetings	29
Rochester Area School Health Plan I & II	29
Rochester Area School Workers' Compensation Plan	29
Rochester Area School Personnel Administrators' Meetings	30
Human Resource Management Audits	30
OWR Online Web Recruitment	30
Shared Human Resources Manager	30
Labor Relations and Negotiation Service	31
Unemployment Service	31
Superintendent's Disciplinary Hearings	31
Attendance Investigator Service	31
Cross Contracts with Other BOCES	32
Co-Ser listing by department	35
Index	42

Target Dates

2018

October 31

Distribution of BOCES Guide for Services, 2018-2019

December 1

Services Order Forms submitted by local districts

2019

January 31

Distribution of BOCES proposed budget to Chief School Administrators and Board

April 1

Revised Services Order Forms submitted by local districts

April 3

Board of Cooperative Educational Services Annual Meeting

April 23

Annual voting by component districts on the BOCES Administrative Budget

May 15

2019-2020 budget by Board of Cooperative Educational Services

May 21

Distribution of adopted budget books to the Cooperative Board, Chief School Administrators, and component Board Members

July 1

Signing of contractual agreements with school districts

What is BOCES?

Boards of Cooperative Educational Services (BOCES) were created as a result of the Intermediate School District Act passed by the New York State legislature in 1948. This legislation allowed school districts to partner to take advantage of their collective purchasing power to provide students with new educational opportunities.

By sharing the costs of educational programs and services through BOCES, local districts are able to provide important programs and services at considerable savings to local taxpayers.

How does a BOCES work?

School districts choose the BOCES services they want to subscribe to. When two or more districts within a BOCES identify a need, it is the responsibility of their BOCES to develop a service to fill that need. If a local district decides it can provide the service better and more cost-effectively on its own, the district is free to do so.

Who pays for BOCES services?

Member districts share the cost of whatever services they participate in. Each district pays a percentage of the total cost, based on how much service it purchases.

As an incentive to share costs, a percentage of every dollar a district spends on BOCES services is returned to that district the following year in the form of BOCES aid. The exact percentage is different for each school district, based on a state formula that considers the district's wealth as determined by local property values and residents' incomes.

The nine districts in Monroe 2–Orleans BOCES will receive back an average of up to 74.3 cents on every dollar they spent on aidable BOCES services in 2017-2018.

About Monroe 2–Orleans BOCES

Composed of nine school districts, Monroe 2–Orleans BOCES is one of 37 BOCES throughout the state serving 700 public schools.

In 1955, the boards of education of Brockport, Churchville-Chili, Gates Chili, Greece, Hilton, Spencerport and Wheatland-Chili voted to establish the Board of Cooperative Educational Services of the Second Supervisory District of Monroe County. When the Holley and Kendall school districts joined the BOCES in 1971, we became the Second Supervisory District of Monroe and Orleans Counties.

BOCES 2 is governed by a nine-member board. Approximately 802 full and part-time employees provide more than 100 separate services and serve approximately 33,000 students in our nine school districts.



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Equal Opportunity Notice

The Monroe 2–Orleans Board of Cooperative Educational Services does not discriminate on the basis of age, sex, race, color, national origin, disability, creed, marital status, veteran status, sexual orientation, prior criminal offense, domestic violence victim status, or genetic status in its programs or activities and provides equal access to the Boy Scouts and other designated youth groups. The following person has been designated to handle complaints/inquiries regarding the BOCES' non-discrimination policies: Director of Human Resources, 3599 Big Ridge Road, Spencerport, New York 14559, 585-352-2420, and is also the Title VII and Title IX Officer.

For further information on notice of non-discrimination, visit <http://wdcrobcop01.ed.gov/CFAPPS/OCR/contactus.cfm> for the address and phone number of the office that serves your area, or call 1-800-421-3481. Please note that those wishing to file a complaint may also do so through the Department of Education's Office for Civil Rights at <http://www2.ed.gov/about/offices/list/ocr/qa-complaints.html>. See also New York State Executive Law 296-a.

Directory

BOARD OF COOPERATIVE EDUCATIONAL SERVICES

Dennis Laba, Gates Chili
President
R. Charles Phillips, Greece
Vice President
John Abbott, Hilton
Kathleen Dillon, Churchville-Chili
John Heise, Holley
George Howard, Wheatland-Chili
Gerald Maar, Brockport
Michael May, Spencerport
Constance Rockow, Kendall

ADMINISTRATIVE STAFF

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Component School Districts

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Dr. Lesli Myers, Superintendent

Churchville-Chili Central

139 Fairbanks Road, Churchville, NY 14428
293-1800
Dr. Cheryl Repass, Board President
Lori Orologio, Superintendent

Gates Chili Central

3 Spartan Way, Rochester, NY 14624
247-5050
Jeffrey Pettenski, Board President
Kimberle Ward, Superintendent

Greece Central

P.O. Box 300, North Greece, NY 14515
966-2000
Sean McCabe, Board President
Kathleen Graupman, Superintendent

Hilton Central

225 West Avenue, Hilton, NY 14468
392-1000
Nancy Pickering, Board President
Dr. Casey Kosiorek, Superintendent

Holley Central

3800 N. Main Street, Holley, NY 14470
638-6316
Brenda Swanger, Board President
Brian Bartalo, Superintendent

Kendall Central

1932 Kendall Road, Kendall, NY 14476
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Nadine Hanlon, Board President
Julie Christensen, Superintendent

Spencerport Central

71 Lyell Ave., Spencerport, NY 14559
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Gary Bracken, Board President
Daniel Milgate, Superintendent

Wheatland-Chili Central

13 Beckwith Ave., Scottsville, NY 14546
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James Musshafen, Board President
Dr. Deborah Leh, Superintendent

General Principles Governing BOCES

In 1948, the New York State Legislature enacted a law which provided for the formation of Boards of Cooperative Educational Services (BOCES) to serve as an intermediate unit to provide certain services to local school districts. It must be emphasized that the local school district is the unit that was created by law to provide the basic instructional services in its community. Effective July 1, 1978, non-public schools became eligible to receive BOCES services on an unaided basis. BOCES is designed to strengthen and supplement local schools, not to substitute for them.

Principles governing the operation of Boards of Cooperative Educational Services are:

- BOCES services to districts are designed to supplement and support the component districts' activities and services. Cooperative programs and services should avoid duplicating, overlapping, or de-emphasizing responsibility which properly belongs to the local school district.
- Any function or service supported within the service budget of a BOCES must be approved by the Commissioner of Education before that service begins, regardless of the source of funding.
- Any activity operated by a BOCES must comply with all applicable requirements of Education Law. Regulations of the

Commissioner and recognized standards of practice applicable to a school district operating a similar activity also apply to BOCES unless the Cooperative Board is specifically excluded.

- Each aided service must generally be operated on a shared basis.
- Upon the approval of the Commissioner of Education, BOCES may provide services for which no state aid is claimed.
- Services provided must meet or exceed recognized standards to justify the use of BOCES aid; for example
 - ⇒ Teachers and other professional employees of BOCES are subject to the same requirements for certification as local school districts.
 - ⇒ Facilities necessary to provide a service must be available and must meet standards and requirements of the State Education Department.
- Component districts (users) should be directly involved in the planning and decision-making leading to the establishment and operation of shared service programs. A new service should be initiated on the basis of established need, after component districts have indicated interest in, acceptance of, and commitment to the service.

- With regard to itinerant personnel, a single district is limited to three-fifths (60 percent) of a person's time for BOCES aid.
- A BOCES employee providing a service to a school district may not, at the same time, be an employee of that school district in a similar instructional area.
- Approval of a shared service is for one year only. Each service will be reviewed annually through the Bureau of School District Organization and other appropriate State Education Department units to determine which services may be continued.
 - ⇒ The annual evaluation will consider long-range plans of the Department as well as specific criteria appropriate to the service.
 - ⇒ The practical effects upon the services to children will have a bearing on the approval of a program or service.
- Sparsity of population, distance, travel time, economics, and other pertinent factors will be given consideration with respect to applying criteria for any specific service.

SELECTING BOCES SERVICES

This Guide for Services has been prepared to assist component districts and other agencies in planning for the special needs of students and for other unique services. The Guide provides a brief description of each service available through BOCES and the name of the administrator or program contact from whom additional information is available.

Service requests submitted by the districts enable BOCES to apply for State Education Department approval of the service. They also provide the basis for cost estimates for programs, thus enabling budget preparation for both individual districts and the BOCES.

In all instances, BOCES programs and services for school districts are eligible for state aid only when two or more districts share in the program and when the service has been approved by the State Education Department.

Mission Statement

MISSION

We provide quality, cost-effective educational services in partnership with school districts and the community in a manner that supports excellence and equity for all learners. We are committed to customer satisfaction, continuous improvement, and personal and professional growth.

VISION

The Monroe 2–Orleans BOCES is the educational partner of choice. We serve the diverse needs of our community, helping all students achieve their full potential.

BOCES 2:

- Provides service of unparalleled excellence
- Demonstrates expertise
- Encourages innovation
- Shows caring and respect for all
- Demonstrates integrity and accountability
- Is cost effective
- Is responsive and flexible
- Employs a quality workforce

We are committed to customer satisfaction, continuous improvement, and personal and professional growth.

Instructional Programs

Career and Technical Education

Center for Workforce Development

Department for Exceptional Children

- Special Education
- Education for the Gifted and Talented
- English as a New Language

Other Instructional Programs

- Westside Junior/Senior High Academy
- Regional Summer School

CAREER AND TECHNICAL EDUCATION

Executive Principal: Jill Slavny, 352-2470, jslavny@monroe2boces.org

Career and Technical Education (CTE) develops tomorrow's workforce through programs that strengthen the technical, academic and career-readiness skills of today's high school students. CTE offers high school students an opportunity to explore a career field aligned with the 16 National Career Clusters. Students are graded on technical, academic

and career-ready knowledge and skills. Identified CTE programs allow students to earn English, math, science, health and/or physical education credit at the discretion of the home district. Students are prepared to transition to post-secondary education or skilled entry-level employment. Students may earn college credit through articulation agreements and dual enrollment opportunities.

Career and Technical Programs

Co-Ser 101

Successful completion of courses results in credits toward a HS/local diploma. Students are prepared for a lifetime of career success. Programs are offered in nine Career Clusters:

- Architecture & Construction
- Arts, A/V Technology & Communications
- Education & Training
- Health Science
- Hospitality & Tourism
- Human Services
- Information Technology
- Manufacturing
- Transportation, Distribution & Logistics

Courses combine technical content knowledge, applied academics, career and financial management, and industry aligned performance-based instruction/activities. Students receive school-to-career counseling and may participate in shadowing, internships and cooperative work experiences. Options may be available for students to earn required academic course credits in English, math, science, health, and/or physical education.

2018-2019

Unit cost: \$9,202/half-day session

(1/2 day session is equivalent to a 1.0 student FTE)

9/10 CTE Exploration Program

Co-Ser 101

The 9/10 CTE Exploration Program is designed to reconnect disengaged, at-risk students in grades 9 and 10 to school and career planning in an applied learning environment. The program consists of a Career and Technical Education course specifically designed for ninth and 10th-graders and academic coursework. Successful completion of this program results in up to three credits earned toward graduation. Program goals include increased academic and behavioral performance within the component school setting, timely pursuit of a NYS high school diploma, career education, employment preparation skills, and life-skills training. Parent involvement, communication within the team and with students, and varied community linkages are integral parts of the program.

2018-2019

Unit cost: \$9,202/half-day session

(1/2 day session is equivalent to a 1.0 student FTE)

Services and Trades Courses

Co-Ser 101

These courses are directly aligned to the CDOS credential and viable employment options. Course curriculums include activities designed to develop transferable skills, career planning and industry content. Opportunities to earn WBL hours are infused within the curriculum. In order to support students with special needs, these courses have a classroom aide and smaller student-to-teacher ratios (approximately 15:1).

2018-2019

Unit cost: \$9,202/half-day session

(1/2 day session is equivalent to a 1.0 student FTE)

New Visions Programs

Co-Ser 101

A Career Exploration program for highly-motivated and academically successful college-bound high school seniors. Students explore professional career interests while accruing high school and college credits aligned to their identified area of interest in the health professions, justice professions or STEM professions. New Visions students engage in rigorous academic training, a relevant curriculum, purposeful activities, authentic assessment and post-secondary/career planning combined with learning experiences in professional situations. Students must apply to be accepted into the program.

New Visions Courses:

- Health Professions
- Justice Professions
- STEM Professions

2018-2019

Unit cost: \$9,202/half day session

(1/2 day session is equivalent to a 1.0 student FTE)

Alternative High School Equivalency Program (AHSEP)

Co-Ser 413

Designed for students who are between 16 and 21 years old who are at-risk, in need of an alternative educational program, or who dropped out of school but are interested in continuing their education. This program prepares students for the TASC Test Assessing Secondary Completion™ to earn a New York State High School Equivalency Diploma, and it provides an opportunity to enroll in career and technical education courses.* Success on the TASC earns .5 on the ESSA College, Career and Civic Readiness Index.

* Students must be registered in their home districts.

2018-2019

Unit cost: \$2,149/half-day session

(1/2 day session is equivalent to a 1/2 pt for ESSA)

CAREER AND TECHNICAL EDUCATION

Career Clusters and Programs

Architecture & Construction

- Carpentry
- Heating, Ventilation and Air Conditioning (HVAC)
- Introduction to Construction Trades
- Plumbing and Heating
- Residential and Industrial Electrical

Arts, A/V Technology & Communications

- Advertising Design/Multimedia

Education & Training

- Child & Family Development

Health Science

- Certified Nurse Assisting
- Dental Assisting
- Health and Exercise Sciences
- Laboratory Technology

Hospitality & Tourism

- Baking
- Culinary Arts

Human Services

- Cosmetology

Information Technology

- Computer Technology

Manufacturing

- Engineering and Metal Fabrication Academy
 - Welding
 - Machining

Transportation, Distribution & Logistics

- Automotive Technology
- Auto Body Collision and Repair Technology
- Heavy Equipment Operation and Maintenance
- Outdoor Powersports Technology

9/10 CTE Exploration Program

- Algebra
- English 9/10
- CTE Course: Exploration of Construction Trades

Services and Trades

- Building Trades
- Food Services
- Personal Services

New Visions Courses

- Health Professions
- Justice Professions
- STEM Professions

CENTER FOR WORKFORCE DEVELOPMENT

Director: Dr. Karen Poland, 349-9100, kpoland@monroe2boces.org

High School Equivalency

Co-Ser 401

Designed for out of school youth, 16-20 years of age, who have not earned a high school diploma or the equivalent. This program prepares students for the TASC Test Assessing Secondary Completion™ or the National External Diploma Program (NEDP) to earn a New York State High School Equivalency Diploma. Instruction is provided in reading, writing, mathematics, social studies, science, life skills, career exploration and the development of English language skills for non-native speakers. This program includes continuous assessments and individualized instruction to help young adults plan for future careers.

2018-2019

Unit cost: \$11.03

Adult Career Education and Training

Career & Technical Education programs that are affordable, short-term and convenient for the adult learner. Course curriculum is industry-specific and emphasizes practical application of key concepts and skills, utilizing the latest technology. Our integrated programs allow for students that have not earned their HSE to participate in programs learning work readiness skills while at the same time preparing for their HSE.

Employment Preparation Education

The Employment Preparation Education Program (a grant funded program) offers Adult Secondary Education (ASE), Adult Basic Education (ABE), and English as a Second Language (ESL), for adults 21 years or older seeking to earn their High School Equivalency Diploma. Classroom instruction includes employability skills, reading, writing, and mathematics. Many adult students also enroll in career and technical classes to prepare themselves for the workplace.

Adult Career Education and Diploma (ACED)

The ACED program allows adults who do not have a high school diploma to attend career training classes while they are preparing to earn their High School Equivalency (HSE) diploma.

There are several career tracks to choose from: Building Maintenance, Office Technology Specialist, Culinary Arts and Nurse Assistant.

Continuing Education Courses

Unsure what career path to choose? Consider exploring a career in one or several in-demand career fields, such as: automotive, autobody, computer repair, electrical/electronics, forklift certification, home remodeling/repair, HVAC, machining, notary public, OSHA Certification or welding.

Our continuing education courses offer individuals a convenient and affordable way to upgrade their current skills, while still maintaining employment. From career-related classes to hobbies or certifications, classes are offered during evening and Saturday hours to accommodate the needs of the adult learner.

Continuing Education Certifications

- Electrical Trades
- Forklift Certification
- HVAC Certification
- Machining
- Office Technology Specialist
- OSHA Certifications
- Welding

Career Training Programs

- Culinary Arts
- Dental Assistant*
- HVAC/R
- Machining/CNC Fundamentals*
- Medical Office Assistant*
- Nurse Assistant**
- Office Technology Specialist
- Phlebotomy/Lab Services**

Guidance. Progress. Success.

GPS Services are designed to provide out-of-school youth aged 16 – 24 with the necessary assistance and resources to navigate the complex course ahead of them as they strive to secure an independent and stable future. Funded through the Workforce Innovation & Opportunity Act (WIOA), the Center for Workforce Development can provide year-round services to eligible youth. Participants must meet eligibility requirements.

Vocational Assessment

A Vocational Assessment involves the collection of information about a person's academic and vocational aptitudes, abilities, interests and occupational readiness.

The trained counselor a variety of tools and assessments to provide information about an individual's aptitude, achievement, transferable work skills, and behaviors. A formal report will be provided with recommendations to facilitate the development of Individualized Education Plans and Individual Plans for employment. This information can inform decisions about instruction, remediation, accommodations, vocational placement and levels of support needed.

Customized Business Solutions

- Customized Curriculum/Training
- Experienced/Certified Instructors

ed2go® Online Learning Program

- Over 400 instructor-facilitated courses
- Start dates every month
- www.monroe2cwd.edu/online-education to register

Computer-Based Testing Center

- Kryterion
- Career Safe/OSHA Online
- CERTIPORT
- ESCO Institute



BOCES 2 Center for Workforce Development is accredited by the Commission of the Council on Occupational Education (COE) www.council.org



KRYTERION™ Authorized Kryterion Testing Center

ESCO INSTITUTE

Admissions/Registration: CALL 349-9100

email: cwdinfo@monroe2boces.org
Rochester Tech Park
160 Wallace Way, Bldg. 9
Rochester, NY 14624 (Gates)
LEARN MORE by visiting us online at www.monroe2cwd.edu

*Eligible for Pell grants and Stafford loans

** Loans/grants available to eligible students

DEPARTMENT FOR EXCEPTIONAL CHILDREN

Director: Barbara Martorana, 617-2448, bmartora@monroe2boces.org

The Department for Exceptional Children provides programs to meet the needs of students with a variety of abilities, which cannot be completely addressed by their local school districts. A wide range of educational opportunities is offered to expand and enrich learning for students with particular gifts and talents, to teach English to students with limited English proficiency, and to assist students with varying disabilities who require special instructional and support services.

Emphasis is on helping students develop their full potential, whatever their talents or needs.

The Department for Exceptional Children includes three divisions:

- Special Education
- Education for the Gifted and Talented
- English as a New Language

Special Education

Director: Barbara Martorana 617-2448

Special Class Setting

Instruction is provided for children and youth between the ages of 5 and 21 who have moderate to severe disabilities. Instructional groupings are based on the educational achievement, social development, physical development, and management needs of the children. Each student has an Individual Education Program (IEP) based on these needs.

This BOCES supports the principles of LRE (least restrictive environment) and inclusion (the right of children to be educated with non-disabled peers whenever possible). All self-contained classes are located in public school buildings or community-based sites to enhance interaction with peers without disabilities. BOCES' teachers provide the core instruction for the students, who also participate with non-disabled peers in general school activities and academic classes as indicated in the IEP. Career readiness skills are taught in a variety of settings.

12:1:1 Program

Co-Ser 203

An elementary and secondary district-based program limited to 12 students with a teacher and teacher aide, for students with moderate to severe learning, emotional, and physical needs. At the secondary level, students may access our Activities of Daily Living (ADL) House, career-readiness programs such as CTE, Hospitality and Applied Skills (HaAS), or work-based learning and the Career Skills Center. These students typically need further skill development in the areas of activities of daily living, career readiness awareness and training, social skills, and community orientation. A half-day offsite career readiness experience is part of the secondary program for eligible students.

2018-2019

Unit cost: \$42,489/student

Hospitality and Applied Skills (HaAS)

Co-Ser 203

A 12:1:1 setting in which students with disabilities (age 14-21) are involved in meaningful activities to build toward work-readiness. Students will learn employability skills with a focus on the field of hospitality. Goals and objectives are included on each student's IEP. Students attend either the AM or PM session up to five times per week.

2018-2019

Unit cost: \$21,245/student

Activities for Daily Living Center

Co-Ser 203

For students who need to acquire and improve upon skills for daily living, the 1800-square foot ranch house serves students with disabilities in a home setting complete with bedroom, kitchen, bathroom, living and laundry areas. Students work on social interaction skills, personal hygiene and grooming skills, meal preparation, household maintenance, gardening, and family and consumer skills. The area is modified for students having significant fine and gross motor difficulties. Community living, career and recreational skills are integrated into the program. An evaluation is completed to determine possible placement in the program. Daily living goals and objectives are included on each student's IEP. Students attend one half-day session per week.

2018-2019

Unit cost: \$21,245/student

Transition Program

Co-Ser 203

For students with disabilities 18-21 years-of-age, who have completed four or more years in a high school program. These students have elected to extend their classroom experiences to enhance social, academic, and career readiness experiences as well as community orientation and skills of daily living. These classrooms are community based and are located in the Village Plaza in Spencerport, at Roberts Wesleyan College in North Chili, and at Paul Road Business Park in Chili.

2018-2019

Unit cost: \$45,424/student

Project SEARCH

Co-Ser 203

For students with developmental disabilities, 18-21 years of age. Project SEARCH is a one-year program with the goal of achieving competitive employment. Project SEARCH focuses on students' development of transferable skills that can be generalized to many employment opportunities.

Students must apply and be interviewed for placement in the program. Project SEARCH is located at the Golisano Children's Hospital at Strong.

2018-2019

Unit cost: \$36,413/student

8:1:1 Communication and Social Skills (CaSS) Program (Junior/Senior High)

Co-Ser 204

Junior/Senior High district-based classroom limited to eight students with a teacher and teacher aide for students with Asperger's Syndrome or other similar challenges. This program emphasizes communication and social skills development using a high school Regents credit bearing curriculum, along with a standards-based curriculum for junior high students. Specific individualized strategies (i.e. Montessori approved, TEACCH methods) are utilized to meet student needs.

The program is included in the online state-wide clearing house for Effective Practices in Special Education to serve as a model for schools and districts across the state.

2018-2019

Unit cost: \$43,475/student

6:1:1 Autism Spectrum Disorder (ASD)

Co-Ser 205

Elementary and middle school level district-based classroom program limited to six students with a teacher and teacher aide for students with Autism Spectrum Disorders. This program offers a highly structured program utilizing strategies from SCERTS, TEACCH, Discrete Trial Therapy and DIR, that is individualized to student needs. The goal of this program is to maximize student potential through multi-disciplinary collaboration.

2018-2019

Unit cost: \$59,837/student

6:1:1 Medically Fragile

Co-Ser 205

A district-based classroom program for a maximum of six students with a teacher and a classroom aide for students with moderate to severe learning challenges and developmental disabilities; some emotional, physical and/or management needs may also be present. The focus of the class is to help the students to develop their academic, social and emotional strengths to maximize their learning and growth.

2018-2019

Unit cost: \$49,393/student

6:1:1 Behavior Management Program

Co-Ser 205

A district-based classroom program with six students, a teacher, and teacher aide for students with behavior management needs related to social skills difficulties, under-developed communication skills, academic stressors, and/or unique needs of those with Autism. Opportunities for mainstreaming are available when appropriate. The program is highly supportive in social skills, teaching academic skills using a variety of strategies based on student strengths, and helping students to deal with challenging situations which may arise throughout the day.

2018-2019

Unit cost: \$49,313/student

6:1:1 Secondary Special Education Program

Co-Ser 205

Secondary level program in an integrated setting for students with severe social and emotional learning. Classroom limited to six students with one teacher and one student behavioral assistant supported by school-based mental health staff, psychiatric and nursing services and other related services as requested. A standards-based curriculum in conjunction with comprehensive mental health services to include family and student counseling. Program services are delivered at multiple sites depending on students' grade levels.

2018-2019

Unit cost: \$54,392/student

8:1:2 Intensive Management Program

Co-Ser 206

Designed to meet the intensive behavior management needs of students with severe emotional and/or behavioral disabilities. Students receive a highly individualized instructional program with a teacher and two student behavioral assistants for eight students. The program includes enriched mental health support services, pro-social skills training and therapeutic crisis intervention. The program serves grades K-6 at Terry Taylor Elementary School in Spencerport, Ridgecrest Academy at Alcott Road and Kendall Elementary.

2018-2019

Co-Ser 206 (elementary) Unit cost \$50,423/student

6:1:2 Complex Needs Program

Co Ser 211

A highly structured program for students with intensive management needs due to emotional and/or behavioral disabilities also complicated by developmental and/or intellectual disabilities. Classrooms have a maximum of 6 students with 1 teacher and 2 Student Behavioral Assistants, supplemented by mental health staff who can provide individual, group, and family counseling. This program offers standards-based academics and social-emotional development using a variety of strategies centered on student strengths. Staff is trained in Therapeutic Crisis Intervention and students in this program have access to sensory/time out areas if needed.

2018-2019

Unit Cost \$74,352/student

Itinerant Services

Upon the request of the local school district, itinerant personnel are available to provide instructional support services to children enrolled in district-operated programs. In addition, itinerant personnel can provide consultant services to district staff on request tailored to specific district needs.

Tutorial Services* (General and Classified)

Co-Sers 202/406

Services are available for general and special education students on suspension, home instruction, with disabilities, who are hospitalized, chronically ill at home, or who have other specific needs. Instruction is scheduled by BOCES upon request of district personnel. Materials used in tutoring are provided by the district to assure continuity with the school curricula. If there is no adult in the home of the student for whom tutoring has been requested, the tutoring will occur at a neutral site designated and provided by the district or BOCES. Subject areas include, but are not limited to, K-12 mathematics, science, reading, social studies, English, and art.

Tutoring Center 2018-2019

Co-Ser 202 (classified) Unit cost: \$40.99/hr.

Co-Ser 406 (general) Unit cost: \$40.99/hr.

Homebased

Co-Ser 202 (classified) Unit cost: \$43.99/hr.

Co-Ser 406 (general) Unit cost: \$43.99/hr

*Tutorial services may be combined with other itinerant services (e.g., Family Support Services, School Social Work) to provide an individualized program for at-risk students.

Teachers of the Blind/Visually Impaired

Co-Ser 301

Services are provided by certified Teachers of the Blind and Visually Impaired and Orientation and Mobility Specialists. This service may be direct or consultative. Services include staff training and support, evaluations, general educational support, Braille and low vision instruction, orientation and mobility training, and specially designed materials and technological adaptations such as large print texts and computer/software adaptations.

2018-2019

Unit cost: \$7,735/hr./wk. (40 weeks)

Teachers of the Deaf/Hard of Hearing Signing Skills Coaches Notetakers/ Interpreters

Co-Ser 302

Services are provided by a certified Teacher of the Deaf/Hard of Hearing (TOD), educational interpreter/transliterators, signing skills coach and/or notetaker. TOD service may be direct or consultative. Services include evaluations, general educational support, staff training and support, and assistive technology support.

2018-2019

Teacher of Deaf/HOH Unit cost: \$6,310/hr./wk. (40 weeks)

Interpreter Unit cost: \$86,567/year

Notetaker Unit cost: \$54,497/year

Signing Skills Coach Unit cost: \$58,910/year

Audiological Services

Co-Ser 302

NYS licensed audiologists provide comprehensive diagnostic audiological evaluations to address student listening/learning needs in the educational setting. General aural rehabilitation services are offered and consultation is typically included in the service. Assessment and verification of personal amplification is also provided.

Additional services include:

- Assessment of (central) auditory processing abilities to determine appropriate accommodations/modifications and technologies based on auditory profile
- Fitting and verification of FM/DM Hearing Assistive Technology for individuals with diagnosed hearing loss and (central) auditory processing deficits
- FM/DM trial, to include basic audiological evaluation, educational consultation, fitting and provision of FM/DM (4 weeks) to determine educational benefit of the technology
- FM/DM hearing assistive technology service includes provision of appropriate equipment, consultation and training for the student and educational team, maintenance and routine monitoring of the equipment

2018-2019

Unit cost: \$8,016/hr./wk. (40 weeks)

plus a base fee of \$1,090 for FM System

Occupational Therapy

Co-Ser 303

Provided by a licensed occupational therapist to facilitate development of a student's fine motor, perceptual motor, self-help, adaptive and play/leisure/prevocational skills. Treatment may include but is not limited to: optimizing muscle tone and strength, as well as motor control and coordination, needed for successful fine motor and oral motor functioning; enhancing sensory processing abilities; improving visual perceptual and visual motor skills; and fabricating and/or providing guidance in the selection and use of adaptive devices and equipment to facilitate independence in activities of daily living.

2018-2019

Unit cost: \$7,954/hr./wk. (40 weeks) or \$143,448/FTE

Physical Therapy

Co-Ser 306

Provided by a licensed physical therapist to facilitate development of a student's gross motor skills that rely on large muscles of the body involved in physical movement (i.e., locomotion, balance, coordination). Treatment may include, but is not limited to: optimizing muscle tone, strength, mobility, endurance and cardiopulmonary function; improving posture, gait and body awareness; monitoring function, fit and use of mobility aids, adaptive and seating equipment, prosthetic and orthotic devices; and making environmental recommendations in order to accommodate a student's physical needs.

2018-2019

Unit cost: \$8,352/hr./wk. (40 weeks) or \$134,830/FTE

Speech and Language Therapy (Classified)

Co-Ser 308

Services are provided by a certified teacher of the speech and hearing handicapped/teacher of students with speech language disabilities, and/or licensed speech pathologist to students who exhibit difficulties with: semantics, syntax, grammar, pragmatics, phonology/articulation, auditory perception/memory, receptive language, expressive language, fluency, voice, and oral motor skills. Services may be direct or consultative. Evaluations are available.

2018-2019

Unit cost: \$8,030/hr./wk. (40 weeks) or \$142,981/FTE

Assistive Technology Services

Co-Ser 308

An assistive technology consultant assists in the selection, acquisition or use of assistive technology devices (e.g., adaptive computer equipment and augmentative communication systems). They also provide individual adaptations of assistive technology devices and/or equipment; coordination with therapies and services associated with the educational program; and training and technical assistance to the individual student, the family when appropriate, and the staff involved with the students in his or her educational program. Equipment purchasing and loan services are accessed through our CaTS Department (see Co-Ser 527, p. 22).

The following models may be requested:

Model A - Block hours assigned to district as determined with PPS Director. May also include direct student hours if needed.

Model C - Dedicated student hours per IEP

2018-2019

Unit cost: Model A: \$37,921/day/wk./yr.

Model C: \$9,481/hr./wk./yr.

NYS Licensed Speech Pathologist for Medicaid

Co-Ser 308

A NYS licensed/ASHA certified speech pathologist provides “direction” to non-licensed teachers of the speech and hearing handicapped and teachers of students with speech/language disabilities providing service to Medicaid eligible students. “Direction” is required by the Department of Social Services and agreed upon by the New York State Education Department for Medicaid reimbursement.

2018-2019

Unit cost: \$11,067/hr./wk. (40 weeks)

School Social Work

Co-Ser 309

Services provided by a certified school social worker include: individual/group/family counseling; social histories; intakes and screenings; consultation to staff; in-service for staff/parents/community; parent support groups; and liaison work with community agencies.

2018-2019

Unit cost: \$7,716 /hr./wk. (40 weeks) or \$123,805/FTE

School Psychology

Co-Ser 309

Services provided by a certified school psychologist include psycho-educational assessment, social skills training, individual counseling, and liaison between schools, families, and community agencies. A state mandated psycho-educational review of each student is conducted once every three years. This may include a review of each student’s file, classroom observation, consultation with the teacher, and individual psychological testing as deemed necessary.

2018-2019

Unit cost: \$7,716/hr./wk. (40 weeks) or \$123,805/FTE

Behavior Specialist

Co-Ser 309

Behavior Specialist services may include:

- Facilitation with the child’s team for a Functional Behavior Assessment and/or a Behavior Intervention Plan
- Determination of appropriate intervention strategies based on evaluation and/or observation
- Consultation to staff or families for individual student needs
- Positive behavioral support planning
- Training in areas related to Behavior Management (including use of suggested interventions)

2018-2019

Unit cost: \$7,716/hr./wk. (40 weeks)

Family Support Services

Co-Ser 309

Social work services provided to district families that are in need of extra, more intensive, support for a time-limited basis (generally 6 – 8 weeks). Services include helping family members to develop and pursue goals, more productive problem solving, increase coping skills to a traumatic situation, and/or access community services. Referrals must come from home district administrators such as PPS or building principal.

2018-2019

Unit cost: call for rate

Autism Specialist

Co-Ser 311

Autism Specialist services may include:

- Assistance in determination of appropriate placement
- Determination of appropriate intervention strategies
- Training in areas related to Autism Spectrum Disorder (including use of suggested interventions) for staff and families
- Assessment of student learning, communication and social needs
- Consultation to staff or families for individual student needs
- Transition assistance
- Assistance in development of IEP
- Positive behavioral support planning
- Design of home, classroom and individualized student programs including the following methodologies, but not limited to: TEACCH, Discrete Trial Therapy, DIR (Developmental Individualized Difference Relationship-based model, Group Social Stories, and Visual Communication Systems.

The following models may be requested:

Model A – Block hours assigned to district building determined with PPS Director. May also include direct student hours if needed.

Model B – Dedicated block hours to identified staff and/or classrooms determined with PPS Director. May also include direct students hours if needed.

Model C – Dedicated student hours per IEP

Model D – Coaching/Training Model-Provision of ongoing support via training, consult, mentoring and suggestion of resources to professional staff working with students with autism. Hours determined with PPS Director

2018-2019

Unit cost: \$7,983/hr./wk. (40 weeks)

Consultant Special Education Teachers

Co-Ser 311

Special education teachers with training in the philosophy and practices of inclusion are available to provide specific interventions for the student, teacher support and adaptations, case management, and parent support as students with disabilities are educated in inclusive settings.

2018-2019

Unit cost: \$7,065/hr./wk. (40 weeks) or \$107,501/FTE

Music/Art Therapy

Co-Ser 311

Provides services of a certified music/art therapist to students who demonstrate active response to music/art and meet qualifying criteria through professional assessment. Therapy is custom designed to address measurable IEP related goals (i.e., cognition, communication, motor skills, socialization, etc.) through clinical application to effectively support learning within the classroom.

2018-2019

Music: Unit cost: \$5,826/hr./wk. (40 weeks)

Art: Unit cost: \$6,473/hr./wk. (40 weeks)

Reading Specialist

Co-Ser 311

Reading Specialist services may include:

- In depth reading evaluation for students, including recommendations for intervention
- Ongoing consultation with the school team for individual student needs
- Ongoing consultation with the school team regarding literacy program
- Training in areas related to literacy

2018-2019

Call for rate.

Inclusion Teacher Aide

Co-Ser 311

Assists in inclusive educational placements by providing academic, health, self-care and behavior management supports with the goal of promoting student success in the least restrictive environment. Function as a 1:1 or classroom support.

2018-2019

Unit cost: \$48,467/yr.

Inclusion Student Behavioral Assistant

Co-Ser 311

Provides specialized behavioral support to students presenting intensive behavior management needs and/or requiring an individualized and structured approach to teaching in the regular education classroom. Student Behavioral Assistants are highly trained in crisis intervention and prevention or specifically trained in the specialized programs and materials that promote learning, (i.e., TEACCH, DIR, PECS, etc.) for students presenting autism. The goal is to promote student success in the least restrictive environment. Function as a 1:1, classroom, or building support.

2018-2019

Unit cost: \$49,257/yr.

Pupil Services Coordination

Co-Ser 318

BOCES employees provide shared itinerant coordination/supervision service to two or more school districts. Coordination/supervision supports district activity by providing professional assistance, advice, supervision, or leadership. Can include multiple activities, including chair (CSE/CPSE). Please contact Director to inquire about BOCES' ability to meet the specific needs of your district.

2018-2019

Unit cost: \$131,195/FTE

Career Planning Services

Co-Ser 517

Transition Services

Technical assistance and training in the transition components of the IDEA and CDOS credential, including development of student postsecondary goals, coordinated activities and transition services and how these components are infused into IEPs. Includes developing transition trainings and materials uniquely suited to district staff, students and parents, including self-determination, self-advocacy and accessing community resources.

2018-2019

Unit cost: \$23,026/day

Job Coach Services

Individualized job coaching support may be provided on a short or long-term basis.

2018-2019

Unit cost: \$24,234/half-day (40 weeks)

Work-Based Learning Career Exploration Center

Paid and unpaid work/training opportunities in a variety of community-based settings. There are opportunities for targeted skill building in the career skills center.

2018-2019

Unit cost: \$21,703/2.5 hrs./day (40 weeks)

Person Centered Planning

Staff certified by Cornell University in Person Centered Planning assist student and family in envisioning their future, and connecting school staff to the student's circle of support.

2018-2019

Unit cost: \$6,022/hr./wk./yr.

Supervisor Handicapped Programs

Co-Ser 316

BOCES will assist with special education administrative coordination to aid in provision of quality special education services for students within their home districts that maintain compliance with Federal and New York State regulations and provide a broad array of options for diverse student populations. This will focus on increasing the participating districts' ability to maintain students in the Least Restrictive Environment with the greatest potential for inclusion while achieving academic success through access to a rigorous curriculum. Specific tasks and responsibilities of the supervisor will be determined following discussions with representatives (e.g. Superintendent of Schools, Director of Pupil Personnel Services, etc.) from the participating districts to identify needs, strengths, and areas for growth.

Can include, but is not limited to:

- Provide advice based on an assessment of systemic planning/implementation of special education services
- Provide professional assistance through consultations with administrators, teachers, and therapists on the design of comprehensive and rigorous educational programs for students with disabilities
- Provide supervision and guidance in compliance with NYS mandates and regulations
- Provide leadership and mentoring in other technical assistance as needed

2018-2019

Unit cost: upon request

Extended School Year Program

Co-Sers 823/841

Classroom, Itinerant and Preschool Programs

For children, ages three to 21, who have severe disabilities and are in need of a 12-month program to sustain their learning and maintain their developmental levels. The organization of the program is comparable to the school year program. The students continue to receive the basic instructional services, as well as those supportive services specified in their Individual Educational Plan (IEP).

The program is conducted for a 30-day period during the summer months of July and August. Referrals to the program are made by the local school district Committee on Special Education (CSE) for school-age children and by the local school district Committee on Preschool Special Education (CPSE) for children ages three years to school age.

2018-2019

Co-Sers 823/841 (Classroom Program) Unit cost: TBD

Preschool Services

Co-Ser N/A

Referrals for preschool programs are made by the local school district Committee on Preschool Special Education (CPSE). Comprehensive data in support of the referral must accompany all referrals.

Special Class Integrated Setting

An integrated classroom experience for children with disabilities within community based early childhood settings. This program offers a comprehensive range of services through the collaborative effort of special educators and regular education early childhood teachers.

Special Class (8:1:3 and 12:1:1)

A comprehensive full day program designed for children between three and five years old with significant disabilities. The program includes a variety of learning activities designed to assist children in interacting with other children and becoming ready for a less restrictive environment.

Teacher Immersion Fellows Program

Co-Ser 653

Co-Ser 512

The Teacher Immersion Fellows Program connects school districts and colleges to partner to provide districts with area college students who serve as substitute teachers throughout the year. Student participants are provided high quality professional development and follow up coaching by BOCES staff (Co-Ser 512). BOCES facilitates the marketing, recruitment and interview process, while providing on-going liaison services between students, school districts and colleges (Co-Ser 653). Both Co-Sers must be purchased to participate in TIFP.

2018-2019

Unit Cost Co-Ser 653: \$6,413/district

Unit Cost Co-Ser 512: \$3,728/participant

EDUCATION FOR GIFTED AND TALENTED

Supervisor: Nichole Outhouse,
617-2450

A Diversified Enrichment Program for the Talented (ADEPT)

Project ADEPT is a multi-component Enrichment Program for gifted and talented students and students with special interests and talents in grades K-12.

Explorations

Co-Ser 402

Provides numerous enrichment opportunities for elementary students in their home school. The program includes a one-week residency and several enrichment workshops which cover the range of academic subjects and are often curriculum related. The total program is customized to meet the needs of individual schools. Building enrollment is a factor in determining the level of service for each participating school. An elementary advisory group, the Explorations Team, meets regularly with ADEPT staff to monitor progress, evaluate programs and address emerging needs.

2018-2019

Unit cost: \$8,242/building

Discovery Program and the High School Seminar Series

Co-Ser 402

Focused enrichment opportunities for middle school and high school students during the regular school day at the BOCES Educational Services Center, or at other locations throughout the metropolitan area. Full-day sessions or as a series of half-day sessions. Topics cover a wide variety of interest areas in math, science, social studies/current events, arts and humanities, and social sciences. Resource personnel are recognized authorities in their fields from area colleges, public agencies and private institutions. The ADEPT staff meets regularly with the high school Advisory Council and the middle school Discovery Committee to monitor program content, facilitation details, and future plans.

2018-2019

Unit cost: \$207/student

Student Leadership Training

Co-Ser 402

Designed to help student leaders (class officers, student government, VICA, etc.) at the high school level, develop communication, problem-solving and decision-making skills. It consists primarily of a supervised, two-day training at the BOCES Educational Services Center and may include a follow-up session during the year to refine skills and to consider emerging problems.

2018-2019

Unit cost: \$588/student

MasterMinds

Co-Ser 510

An academic team competition for high school students at both the varsity and junior varsity levels. Match questions cover a broad spectrum of topics including history and political science, language and literature, math and the sciences, sports, the arts, religion, pop culture, and current events.

2018-2019

Unit cost: \$ \$793/team (varsity)

\$344/team (junior varsity)

Academic Challenge Bowl

Co-Ser 510

Academic team competition for 7th and 8th graders. Modeled after Masterminds, this competition challenges students' knowledge of a broad range of subject matters.

2018-2019

Unit cost: \$494/team

Interscholastic Chess

Co-Ser 510

Gives middle school and high school students the opportunity to play against students from other schools in timed games. USCF (United States Chess Federation) membership is not required.

2018-2019

Unit cost: \$335/team

Professional Development Series

Co-Ser 512

Staff development focused on meeting the needs of high ability students. This series provides ongoing training for gifted and talented specialists, general education teachers and administrators. Several days of training are offered over the course of the year. Presenters include a combination of local, regional and national experts.

2018-2019

Unit cost: \$855/participant

G/T Network Consortium

Co-Ser 512

A forum for education and support for teachers and coordinators working directly in gifted and talented education. Via four half-day meetings per year, participants have the opportunity to learn from their colleagues and further their own professional expertise.

2018-2019

Unit cost: \$594/district

G/T Consulting Services

Co-Ser 512

Consultant services by BOCES G/T staff member(s) to assist districts with program development, implementation and/or evaluation. Duration and specific nature of projects to be determined by districts and BOCES G/T staff.

2018-2019

Call for Rate per _____ suggestion

PROGRAMS FOR ENGLISH AS A NEW LANGUAGE

Supervisor: Philip Ortolani, 617-2724

English as a New Language (ENL) instruction is available to Limited English Proficient (LEP)/English Language Learners (ELL). Certified ESL teachers provide services in compliance with state regulations and policies.

Services include:

- Assessment of students for identification and accountabilities
- Literacy development for LEP/ELL
- Customized curriculum
- Curriculum-embedded and state mandated evaluation
- Support to classroom teachers and other school personnel on effective instructional strategies

Itinerant Services

Co-Ser 315

Elementary Students

LEP/ELL students are provided with literacy-based ESL instruction in-district, reflective of NYS ESL standards and assessments. Support for classroom teachers and other school personnel facilitates LEP students' successful participation in regular classroom programs.

Middle and High School Students

LEP/ELL students at beginning, intermediate and advanced levels of English language development are assessed and provided with customized ESL instruction. The curriculum is based on the NYS ESL standards and assessments.

2018-2019

Unit cost: \$20,923/day

OTHER INSTRUCTIONAL PROGRAMS

Westside Junior/Senior High Academy with TEAM Component

Principal: Martha Willis: 784-8428

Westside Academy is an alternative school designed for both general education students and students with disabilities where students' needs are met in unique ways. In our school the adults in the school community are prepared to recognize and respond to those who have been impacted by traumatic stress. We continue to work towards the model of a trauma-informed school.

The program consists of three components: the Senior High Academy grades 9-12, the Junior High Academy grades 7 & 8, and the Teen Parent Program. The program strives to meet the academic and social needs of students in innovative ways while maintaining high academic expectations aligned with Common Core Standards. The students attending Westside Academy are referred from their home school districts for various reasons including: issues with self-esteem, depression, school phobia, anger, drug and/alcohol abuse, and family problems. The Academy prepares students for post-secondary education and life-long career opportunities.

This program builds character, teaches to individual needs, and gives students the social/emotional support necessary for success in the world of work and in the community. Westside Academy is a novel teaching community, which enhances student strengths, fosters commitment to goals and dreams, and builds positive citizenship skills to foster college/career-ready students. We have a unique credit recovery program that is essential to the success of our students. One of our teachers oversees our credit recovery option which has four opportunities: Self-directed study, Coordinated study, Independent study, and Traditional study (S.C.I.T.). These options allow for students to recover credit to complete the requirements of graduation successfully and in a timely manner.

Westside Academy is a school that embraces Restorative Practices, which builds healthy communities, increases positive interaction, decreases antisocial behaviors, repairs harm, and restores relationships. We practice restorative works through peace, community, academic and healing circles. Restorative Practice has decreased the number of suspensions, increasing instructional time with students and building relationships between staff and students. The fundamental premise of restorative practices is that people are happier, more cooperative and productive, and more likely to make positive changes when those in authority do things with them, rather to them or for them.

2018-2019

Unit cost: \$29,569/student

Regional Summer School

Administrator: Timothy Dobbertin: 352-2414

Provides instructional support to students in participating districts in order to better enable them to meet graduation requirements and the New York State standards by extending their study to the summer months.

Component districts determine student needs. Courses such as high school remedial and new credit courses, exam preparation courses, walk-in testing, and middle school academic courses and reading and math clinics are offered.

2018 Unit cost:

High School Program

Remedial Course \$425/1 credit course

Remedial \$263/.5 credit course

New Course \$696/1 credit

New Course \$300/.5 credit

6-Day Review Course \$101/course

Test only \$19/test

2018 Unit cost:

7th & 8th Gr Reading/Math Clinic: \$507/course

Middle School Program: \$466/course

Instructional Support

Communication and Technology Services (CaTS)

Communications Services

Instructional Technology Services

Technical Support Services

Curriculum, Instruction and Professional Development

Curriculum and Instructional Services

Professional Development Services

Grant Writing

Reading Recovery

BOCES 4 Science/Elementary Science Program

Monroe/Orleans Accountability, Assessment, and Reporting Service (M.A.A.R.S)

COMMUNICATION AND TECHNOLOGY SERVICES

Assistant Superintendent: Dr. Michelle M. Ryan, 349-9061, mryan@bocesmaars.org

Communication and Technology Services (CaTS) focuses resources to help districts optimize the management and delivery of information, a strategic resource of every organization, by providing expert assistance in technology, writing, design, printing and multi-media.

The department includes three divisions:

- Communications Services
- Instructional Technology Services
- Technical Support Services

COMMUNICATIONS SERVICES

Manager: Steve Dawe, 349-9066

Printing and Graphics★

Co-Ser 528

Graphics/Pre-Press

A graphic artist and layout specialist can turn your copy, photographs and artwork into an attractive design and layout. Whether your document is designed by us or by you, our pre-press staff will ensure it is turned into a digital file that is ready for reproduction. Digital files may also be turned directly into plates for printing on offset presses. Digital files are reviewed for accurate preparation or hidden problems to ensure there is no loss of time, money or quality in the printing process. We can also design projects specifically for use on the web. Services are provided for all district needs, including design and production of classroom materials.

Printing and Finishing

Digital color printing	Newsletters	Envelopes
Variable data printing	Carbonless (NCR) forms	Business cards
Hi-volume copying	Flyers	Calendars
Four color offset printing	Brochures	Laminating
Binding (staple, perfect, comb)	Letterhead	Posters
Folding (multiple options)		

Our Printing and Graphics Service works with districts to provide high quality, cost-effective publications including:

- Offset printing, collating, binding, plate-making and high-speed black and white or color document reproduction via hard copy or electronic data. High quality one to four-color documents up to 17" x 22" printed on offset presses or full color documents up to 12" x 18" printed on our high speed digital color printer.
- High-speed, black and white document reproduction. Each job is optimized for the highest quality output. Collating, stapling or binding and variable data printing (i.e., putting a different address on each piece) are also provided. Reduction/enlargement can be done as needed. Samples available and a demonstration of the equipment can be arranged upon request.

2018-2019

Unit cost: based on past usage

School Information Services

Co-Ser 615

This service provides expert educational communication that is key in operating a school district. The School Information Service offers internal and external communication using many tools including mass media, print, photography and online technology. This award-winning service includes:

- Strategic communications planning (including crisis communications)
- Development of written materials (i.e., newsletters and brochures)
- Media relations (i.e., preparing press releases, fielding media queries and maintaining a comprehensive database of reporters and media outlets)
- Web content/social media
- Communications for budget votes and bond referendums
- Special event planning
- Development of business partnerships
- Key communicators networks
- Staff recognition programs
- Photography
- Workshops tailored to district needs on topics such as customer service, effective school newsletters, strategic communication planning, and crisis communications

2018-2019

Unit cost: \$19,625/day/week (52 weeks)

Video Production

Offers pre-production planning, script-writing, videography, voiceovers, digital editing and motion graphics. Video can be produced to highlight district programs, for new staff orientation, to provide district tours, and inform stakeholders about bond and budget votes. A district's video production needs are met with a professional communication tool to reach a target audience. Videos can air on local cable access channels and be formatted for streaming from a district's website.

2018-2019

Unit cost: \$5,625 base charge

INSTRUCTIONAL TECHNOLOGY SERVICES

Manager: Ray Miller, 349-5950

Computer Education Coordinator (Instructional Technology Specialist)

Co-Ser 328

The shared services of an experienced teacher with proficiencies in classroom instruction, curriculum integration, staff development, and computer technology. The role of the coordinator is to work in a district (up to .6 FTE), and as part of a pooled resource team, to coordinate and support the implementation of the school district's instructional technology plan.

NOTE: May be used in conjunction with support services provided under Co-Ser 524, Technology Staff Development (Model Schools), Instructional Technology Specialists.

2018-2019

Unit cost: \$60,885 (based on .6 FTE)

eLearning (Distance Learning)

Contact: Donna Farren, 352-2700

Co-Ser 430

Base Service

eLearning provides districts access to online instruction including the use of Interactive Video Conferencing. Staff and students can connect live with other classrooms, subject experts and museums around the school district or across the state, country or world. Video Conferences are aligned with NYS Standards and offer authentic learning experiences to students. Video Conferences promote communication, collaboration, and higher level thinking skills. The service includes video conference coordination, scheduling and training. Services also include web-based student review and assessment resources (i.e. Castle Learning).

2018-2019

Unit cost: \$2.02/RWADA

Online Courses

Online Courses allow districts to provide commencement level courses in an electronic learning environment. All courses are instructor-led with NYS certified teachers and meet NYS curriculum standards. Courses are available 24/7 via an internet connection.

2018-2019

Unit cost: solution-based

NOTE: Use of online courses requires participation in eLearning base service.

GCN Online Web Training Module

Contact: Donna Farren, 352-2700

Co-Ser 430

The GCN online web training tool provides more than 100 modules for a variety of school staff, including: Hazard Communications, Sexual Harassment Awareness, Bloodborne Pathogens and Workplace Safety. The online web training program supports districts by providing mandatory training for employees including certificates of completion and module completion reports.

2018-2019

Unit cost: \$1,495 for access to all training modules, \$475 for individually purchased modules

Technology Staff Development/Instructional Technology Specialist (Model Schools)

Co-Ser 524

Base Service

Assists school districts with the training and professional development of teachers to skillfully and effectively use technology to enhance student learning. This service includes assistance with planning, training/staff development, information dissemination, and evaluation.

REQUIREMENT: Each school district acquiring instructional technology through Co-Ser 525, Instructional Computing (see p. 21), must concurrently participate in Co-Ser 524.

2018-2019

Base cost plus \$2.05/RWADA

Instructional Technology Specialists

Brings together instructional technology specialists from BOCES 2 and participating districts, and from across the state, to seek out, analyze, and disseminate exemplary instructional practices that use technology effectively. District staff may be assigned to the program team for up to .4 FTE per district.

NOTE: May be used in conjunction with Co-Ser 328, Computer Education Coordinator.

2018-2019

Unit cost: \$42,005 (based on .4 FTE)

Library Automation

Co-Ser 513

The Library Automation Team supports libraries by providing participating school districts with library automation consultation, technical assistance, staff development and data collection for a regional school library systems' union catalog of resources for students and teachers. From the beginning stage of coordinating the automation project to training you to use your system to the fullest, the Library Automation Team will guide you from start to finish.

2018-2019

Unit cost: \$6,065/site

Plus the cost of any add-ons (i.e., Web Catalog)

INSTRUCTIONAL TECHNOLOGY SERVICES

Media Library★

(eBooks/iPods/Streaming)

Contact: Lindsay Neumire, 349-9096

Co-Ser 530

Provides educational media resources that enrich K through adult instruction, accommodate diverse learning styles, and support curriculum. Resources include access to streaming video through Learn 360, VITAL New York and BioMEDIA. E-audio books available on ipods and a collection of literary audio tapes in support of language arts programs and the special needs of students are also available. Programs are reviewed by educators and selected for quality, appropriateness and relevance to education. Materials are rich in content and correlate to the New York State Learning Standards. Training and support are provided for media resources. Optimal resources such as Discovery Ed Video Streaming are also available at an additional cost.

Among the services offered by this co-ser are off-air recording of educational television, cable, and satellite programs in accordance with copyright law. Duplication of media for instructional use is provided where permission is granted and captured in digital audio format.

Our professional library collection offers a cost-effective way for educators to observe exemplary instructional practices and become current in new school improvement programs. Media resources are selected by professionals and feature experts presenting effective strategies, structures and behaviors which enhance professional growth. Cooperative purchasing provides schools with quality media programs which inform, train and educate.

2018-2019

Unit cost: Base + \$4.24 RWADA

★ See Important Notice

Online Resources

Traditional library information resources are being digitized and delivered over networks for easy access by students and teachers. Online Resources is a coordinated co-ser offering schools a collection of online subscriptions to a wide range of electronic instructional resources. Services include the benefits of consortium purchasing, training and providing in-school and remote access to evaluated curriculum databases. The list of databases covers magazines, professional journals, newspapers, electronic encyclopedias, curriculum specific databases and other online resources.

2018-2019

Unit cost: \$900/district (plus \$0.37/RWADA, plus the cost of the database)

School Library System

Contact: Jim Belair, 349-9099

Co-Ser 820

The school library system is part of a statewide network of libraries providing schools with resources for students and teachers. It coordinates the access and delivery of books, articles and other information among school libraries and between school libraries and public, academic and special libraries. The system advances electronic information and the technology of information delivery for school libraries and provides staff development, library technology consulting, and reference for school librarians.

2018-2019

Unit cost: N/A

★ IMPORTANT NOTICE

In compliance with the State Education Department's Uniform Taxonomy initiative, services formerly provided under Co-Ser 508 (Educational Communications) must now be selected and provided as independent services. These services include the following:

- 527 Technical Services
- 528 Printing
- 530 Library Services/Media

Participation in any of the above services automatically places the district in the 508 Educational Communications Base Service (costs for BOCES planning, management, technical support and leadership).

TECHNICAL SUPPORT SERVICES

Manager: Ray Miller, 349-5950

Instructional Computing

Co-Ser 525

Base Service

Provides support for the integration of educational technologies within the school environment. Support encompasses: (1) technology planning; (2) independent engineering studies, if required; (3) acquisition and installation of hardware and software; (4) the coordination of training and staff development activities to effectively implement and integrate technologies.

REQUIREMENT: Each school district acquiring instructional technology through Co-Ser 525, Instructional Computing, must concurrently participate in Co-Ser 524 (see p. 19).

2018-2019

Unit cost: \$3.17/RWADA

Computer Based Guidance Systems

A guidance and career information software licensing and contract management, installation, and support service that includes demonstration/training resources. These application packages provide school counselors, students, and parents with occupational and academic information for educational, vocational, and career decision making and planning. (i.e., Guidance Direct and Naviance.)

2018-2019

Unit cost: \$725/site (plus cost of application)

Shared Technician

Qualified technicians are placed in a district on a shared basis to provide first response troubleshooting and assistance with instructional technology issues. The shared technician is backed by the BOCES technical services staff providing additional knowledge and experience to resolve complex technical issues.

2018-2019

Unit cost: \$78,600/FTE

Records Management

Co-Ser 601

A program of managing official records for internal departments and component school districts in accordance with established laws, rules and regulations. The Records Management Service has digital capabilities to securely store official records electronically, as well as traditional microfilmed formats. BOCES provides for the systematic retention and disposition of records. Services include:

- Consultation and training
- Retention and retrieval of records
- Preparation and microfilming of records
- Disposal of obsolete records
- Records storage
- Digitize records

2018-2019

Unit cost: \$4.14/RWADA

Instructional Support Network (ISN)

Co-Ser 608

Training and Support Base Service

Provides the planning, hardware (multipurpose workstations), software (word processing, spread sheets, data base, graphics, communications, desk-top-publishing) and training that give district staff computing access and power to support the delivery of instructional programs.

2018-2019

Unit cost: \$3.84/RWADA

Technical Services★

Co-Ser 527

Audio-Visual /Computer Equipment Repair

Provides repair of audio-visual equipment at the Technical Support Center, as well as repair of selected built-in equipment at the school site. Equipment covered by this service includes all audio-visual and video equipment, excluding computer monitors (see Computer Equipment Repair). Our technicians offer many years of industry-related experience and are committed to providing districts with the best service.

An annual audio-visual equipment bid allows participating districts the opportunity to collectively purchase new AV equipment at lower prices.

Provides maintenance and repair for all brands of computers and peripherals. Equipment covered by this service includes all computer CPUs, printers, monitors, and related computer equipment. Manufacturer certifications include Apple, Compaq, Dell, and Hewlett-Packard. One valuable aspect of this service is our ability to provide preventive maintenance on district laser printers, extending the life of the unit and reducing downtime due to failure. Help Desk assistance offers customers a single point of contact for all technical issues.

2018-2019

Base cost plus \$8.10/RWADA

Assistive Technology Acquisition/Repair

In conjunction with the Assistive Technology Service being offered through the Special Education Department, Technical Services staff will purchase assistive technology devices (e.g., adaptive computer equipment, augmentative communication system, etc), on behalf of participating districts. Technical support will be provided to facilitate timely repairs and assistance with installation as needed. Equipment purchased on this shared basis will be held in a common inventory and made available to participating districts as needed. Technical staff will also be available on a consulting basis when necessary to work with districts and BOCES Special Education staff.

2018-2019

Unit cost: \$16,800/district

★ See Important Notice, page 20.

CURRICULUM, INSTRUCTION AND PROFESSIONAL DEVELOPMENT

Assistant Superintendent: Dr. Marijo Pearson, 352-2416, mpearson@monroe2boces.org

Base Service

Co-Ser 512

Participation in base services facilitates the process of long-range planning for school improvement. It includes technical assistance, orientation sessions, networking with SED, statewide and local school improvement programs as well as access to programs offered through the Office of Curriculum and Professional Development. Participation in the base service is required by definition of the Co-Ser for use of any 512 service.

2018-2019

Unit cost: \$6,458

Administrators' Regional Meetings

Contact: Laurie Streb, 352-2773

Co-Ser 512

These regional meetings provide component districts the opportunity to be informed on NYSED initiatives and mandates. By participating in any of these meetings, district administrators are able to work collaboratively to discuss and address shared concerns.

2018-2019

Unit cost: CSA: \$627

ASI: \$637

Principal APPR Re-Certification Training

Contact: Laurie Streb, 352-2773

Facilitator: Dr. Marijo Pearson

Co-Ser 512

In accordance with Education Law §3012-c and §§100.2(o) and Subpart 30-2 of the Commissioner's regulations, all lead evaluators must be re-certified each year. Monroe 2–Orleans BOCES Office of Curriculum, Instruction and Professional Development offers the re-certification workshop for all principal evaluators. This half-day workshop is aligned with the nine assurance areas and will focus on specific principal evaluation rubrics, inter-rater agreement and reliability and best practices in principal evaluation.

2018-2019

Unit cost: \$535/half day

Teacher APPR Re-Certification Training

Contact: Laurie Streb, 352-2773

Facilitator: Dr. Marijo Pearson

Co-Ser 512

In accordance with Education Law §3012-d and §§100.2(o) and Subpart 30-2 of the Commissioner's regulations, all lead evaluators must be re-certified each year. Monroe 2–Orleans BOCES Office of Curriculum, Instruction and Professional Development offers a half-day (as requested by districts) re-certification workshop for all teacher evaluators. This half-day workshop is aligned with the nine assurance areas and will focus on specific teacher evaluation rubrics, inter-rater agreement and reliability and best practices in evidence-based observations/evaluations.

2018-2019

Unit cost: \$535/half day

NYSED Statewide Professional Development Turnkey Service

Contact: Laurie Streb, 352-2773

Co-Ser 512

Monroe 2–Orleans BOCES Office of Curriculum, Instruction and Professional Development serves as the regional representative for our nine component school districts for NYSED's series of Statewide Professional Development, a follow-up to Network Team Training. This service provides districts with 5 days of turnkey trainings for developing deep awareness of the revised P-12 Standards and associated implications for curriculum and instruction, and professional development centered on best practices in English Language Arts, Mathematics, Social Studies, Science, the Arts, and Teacher Leader Effectiveness. Professional Development Specialists will work with individual districts to customize these trainings to support the districts' curriculum, mission, and vision.

2018-2019

Unit cost: \$1,068/day, Total \$5,340

Standards-Based Assessment Development

Contact: Stephanie Smyka, 352-2443

Facilitator: CIPD Staff

Co-Ser 512

This service will allow districts to work with professional development specialists from the BOCES 2 Department of Curriculum, Instruction and Professional Development to examine the district's assessment practices and to revise assessments to standards used to inform instruction on a regular basis. Three days during the school year, District personnel will work closely with the BOCES 2 staff to develop a comprehensive plan that outlines an on-going process for curriculum and assessment review. Data will be collected for each assessment as part of this plan as a necessary step to review/revise the effectiveness of the district assessments. BOCES 2 staff will work with the available district technology to allow the district to store, access, chart and graph the data.

2018-2019

Unit cost: \$1,068/day

On-Site Customized Professional Learning

Contact: Laurie Streb, 352-2773

Co-Ser 512

Monroe 2–Orleans BOCES has a cadre of experienced administrators and Professional Development Specialists who are available to collaborate with district personnel to design and deliver customized high-quality professional development services, workshops and programs. Through this service, the Office of Curriculum, Instruction and Professional Development will work with the district to develop a customized plan informed by data and aligned to your district or agency goals. BOCES staff provides the necessary supports for execution of the plan through a variety of delivery models, including staff meetings, PLC meetings, after school workshops and more.

To discuss scheduling customized programs or services for your district please contact us at (585) 352-2773.

2018-2019

Unit cost: \$1,068/day

Instructional Audits

Contact: Stephanie Smyka, 352-2443

Designed to address district-specific questions, this service can provide a “state-of-the state” look at K-12 literacy or mathematics programs. The audit process can be completed with a focus on curriculum alignment and vertical articulation, resource implementation or assessment results. BOCES 2 staff will work with district personnel to develop a framework that meets district needs. Audit services can include but are not limited to:

- Review of curriculum documents with a focus on alignment of Common Core Learning Standards
- Classroom walk-throughs to address resource and strategy implementation.
- Grade-level meetings to investigate teacher perception of program strengths/needs.
- Principal interviews to gather leadership data on the state of the literacy program.
- An analysis of professional development opportunities and its impact on classroom instruction. Districts are encouraged to meet with BOCES 2 staff to create an individualized audit process; utilizing only those elements that serve to answer their unique literacy needs. A thorough report with program analysis and needs assessment will be included to participating districts.

2018-2019

Unit cost: \$1,068/day

Curriculum Writing

Math and ELA

This service is intended to assist districts in writing curriculum K-12 that aligns with NYS Common Core Learning Standards. Best practice in curriculum design is utilized at Monroe 2–Orleans BOCES. Collaborative curriculum development is available, as is BOCES 2 development and writing of documents for districts. The goal of these writings is to develop flexible, responsive documents that ensure coverage of key content and skills while providing maximum opportunities to incorporate resources and teaching strategies that meet the needs of diverse learners.

2018-2019

Unit cost: \$780/district

Regional Social Studies Curriculum Writing

Facilitator: CIPD Staff

Co-Ser 512

Monroe 2–Orleans BOCES will facilitate Regional Social Studies Curriculum Writing for Grades K-8 and Grades 9-12. Participating districts will be provided professional development on the curriculum writing, inquiry-based Social Studies and the latest Social Studies resources to develop a cohesive district level curriculum. Participants will benefit from working with teachers from several districts to share ideas, and develop a robust, rigorous curriculum aligned to the new Social Studies standards.

2018-2019

Unit Cost: \$780/district team

Regional Bilingual Education Resource Network (RBE-RN)

Contact: Lourdes Roa, (585) 352-2791

The Mid-West Regional Bilingual Education Resource Network (RBE-RN) is part of the NYS Education Department’s networks of support for schools. The goal of RBE-RN is to assist districts and schools in creating an optimal educational environment for English Language Learners (ELLs). Our expertise lies in research-based instruction and assessment of ELLs, along with the alignment of those practices to high standards.

Mid-West RBE-RN

- Develops and delivers professional development on instruction and assessment practices that support academic achievement for ELLs
- Supports the design and enhancement of educational programs for ELLs
- Provides technical assistance and professional development on state and federal regulations, policies, and funding regarding ELLs
- Offers increased access to resources and supports for education of ELLs

2018-2019

Unit cost: technical assistance and professional development gratis; workshop materials vary.

Summer Regional Leadership Institute

Contact: Laurie Streb, 352-2773

Facilitator: Dr. Marijo Pearson

Co-Ser 512

The Summer Regional Leadership Institute is a one day workshop designed for regional leaders to learn and grow together. This workshop combines professional development on best practices, as well as concentrated time to work with colleagues both in your district and those from other districts. Collaboration is key to success for administrators and this Institute will provide opportunities to develop your professional network.

2018-2019

Unit cost: \$100/participant

Mentoring That Matters

Training For New Mentors

Contact: Laurie Streb, 352-2773

Facilitator: Dr. Marijo Pearson

Co-Ser 512

Whether a mentoring program meets the goal of developing and retaining quality teachers depends a great deal on the skill of those who will be providing the mentoring. Adult learning theory, teacher development, knowledge of beginning teacher needs, conferencing skills, coaching techniques and effective communication skills are among the knowledge and proficiencies that help mentors provide the right support for interns or “protégé.” This program is designed to help new and experienced mentors to gain techniques and confidence in their ability to help novice teachers.

2018-2019

Unit cost: \$218 participant

Teacher Leader Development Academy

Contact: Laurie Streb, 352-2773

Facilitator: Dr. Marijo Pearson, Stephanie Smyka

Co-Ser 512

Leadership by teachers is essential to serving the needs of students, schools, and the teaching professions. This series of bi-monthly professional development sessions will support new and experienced Teacher Leaders in developing their competencies and capacities to lead for change.

The Teacher Leader Development Academy will support attendees in their understanding of many dimensions of teacher leadership, including:

- Understanding and applying adult learning theory in the change process
- Fostering a collaborative culture to support educator development and student learning
- Accessing and using data and research to improve practice and student learning
- Promoting professional learning for continuous improvement
- Improving outreach and collaboration with families and the community

5 half-day sessions

2018-2019

Unit cost: \$300

In-District Instructional Coaching

Contact: Stephanie Smyka, 352-2443

ELA

Teaching all students to read for meaning and write with sophistication is a complex task based on assessment and decision making. This offering enables districts to provide job-embedded support to teachers. Experienced coaches will help teachers develop skills by providing model lessons, modeling the administration and analysis of assessments, meeting one-on-one or with small groups of teachers on an ongoing basis, and/or providing feedback to teachers who are learning new skills. This offering will be developed based on specific district requests, so costs will vary.

Math

The ultimate goal of this work is to deepen mathematics understanding of students as they prepare for college and/or career. Our math coaches support teaching and learning of mathematics in the classroom with the purpose of improving students' learning and teachers' teaching. Monroe 2-Orleans BOCES mathematics coaches are well versed in mathematics content and pedagogy and work with teachers to help incorporate research-based instructional practice in the classroom. The research around coaching shows increased teacher understanding of content, improved instruction in the classroom, and gains in student achievement.

2018-2019

Unit cost: \$1,068/day

Teacher Immersion Fellows Program

Co-Ser 653

Co-Ser 512

The Teacher Immersion Fellows Program connects school districts and colleges to partner to provide districts with area college students who serve as substitute teachers throughout the year. Student participants are provided high quality professional development and follow up coaching by BOCES staff (Co-Ser 512). BOCES facilitates the marketing, recruitment and interview process, while providing on-going liaison services between students, school districts and colleges (Co-Ser 653). Both Co-Sers must be purchased to participate in TIFP.

2018-2019

Unit Cost Co-Ser 653: \$6,413/district

Unit Cost Co-Ser 512: \$3,728/participant

STEM Coach

Co-Ser 512

This service is intended to assist districts in educating students and staff about Science, Technology, Engineering and Mathematics (STEM) career opportunities. The STEM coach will work with your certified teacher(s) during the school year to provide a curriculum aligned to careers in local industry and the state standards. This offering bridges the gap between traditional academics and industry application. Materials and supplies are not included in the unit price. Four summer days are built into each .2 FTE allocation.

2018-2019

Unit cost: \$20,510/.2 FTE

Contact: Laurie Streb
352-2773, lstreb@monroe2boces.org

Grant Writing

Co-Ser 541

Base Service

Provides assistance to districts in applying for both entitlement and competitive grants. This service includes activities such as identifying alternative sources of funding and evaluating their applicability to the district and its needs, researching the issues and organizing data necessary to develop strong proposals, and preparing the written narratives and application forms.

2018-2019

Unit cost: \$2,675/yr.

Grant Writing/Editing Service

When you find a grant you're interested in, give us a call. We have experienced and successful grant writers who will help you design a project or program and write your grant proposal. The grant writer will prepare a quote on the cost of the work after an initial conversation with you, for your approval in advance. If your district has limited funds, we can simply review and edit a proposal that you or your staff have already written.

2018-2019

Unit cost: \$79/hr.

Consolidated Application Service

One of our experienced grantwriters gathers the data needed from your staff to write the narratives for each Title, develops the budgets and completes the FS10's, fills out and submits the online forms, and works with your private schools on their plans for Title IIA, IID, IV, and V funds. Submission of the application and follow up work to answer NYSED questions and provide them with additional information as needed is also part of this service.

2018-2019

Unit cost: \$3,175

Title I for Private (non-public) Schools

We first consult with all of your district's private schools to determine which of the schools qualify (not all private schools will have eligible students). We work with district and private school staff to obtain Title I funds for each school's eligible students and develop Title I Service Plans for those students.

NOTE: The total cost for this service will not be determined until next summer, after we have determined how many of your private schools qualify for Title I.

2018-2019

Unit cost: \$1,143

CR Part 154

We'll work with your staff to gather the data, write/edit your comprehensive plan, and fill out all the required forms for this NYSED report on the education of your LEP students. All districts are required to file this report on a yearly basis, whether or not they receive Title III or state ESL funds. Submission of the application and follow up work to answer NYSED questions and provide additional information is included.

2018-2019

Unit Cost: \$1,081

Coordinator: Stephanie Smyka
352-2443, ssmyka@monroe2boces.org

Reading Recovery

Contact: Stephanie Smyka, 352-2443

Co-Ser 512

Reading Recovery is a deeply researched and carefully implemented early intervention program designed to prevent reading failure for at-risk first graders. This program provides intensive individual help in daily 20-minute sessions which build on what the child knows and on developing the strategic activities that will improve his or her reading and writing skills. Generally, students complete the program in 12-20 weeks. Reading Recovery students are discontinued from the program when they are reading at the average of their class and are able to benefit from classroom instruction without further intensive remediation.

Research demonstrates that the majority of children who received Reading Recovery instruction do not need further intensive remediation, have a lower failure rate, and continue to read within the average range of their class.

A second positive outcome of Reading Recovery is that it functions as an effective pre-referral early intervention service for the small group of children who are recommended for specialist evaluation at the end of their programs.

Reading recovery teachers may be classroom teachers, reading specialists or special education teachers who participate in intensive year-long training from a Reading Recovery Teacher Leader. During and after the training year, the teacher has a .5 FTE assignment as a Reading Recovery teacher and works with four children from first-grade classrooms for daily, individual 30-minute sessions. The RR teacher also consults with the principal and classroom teachers on the selection, progress, classroom reading instruction, and program completion of students.

2018-2019

Unit cost: New Teacher Training: \$10,208

Continuing Contact: \$2,621

BOCES 4 Science/ELEMENTARY SCIENCE PROGRAM (ESP)

Director: Kathy Arminio, 352-1140 karminio@monroe2boces.org

BOCES 4 Science (B4S)/Elementary Science Program (ESP)

Co-Ser 502

BOCES 4 Science is a brand new K-5 unit resource program developed by teachers from our western New York JMT. The program has been designed to meet and exceed the newly adopted New York State Science Learning Standards (NYSSLS). The program emphasizes 3-Dimensional teaching, learning, and assessing by the incorporation of Cross Cutting Concepts, Disciplinary Core Ideas, and Science and Engineering Practices all within a real world context. There are currently fourteen units available. The program will be complete in the spring of 2020.

2018-2019

Unit cost: \$335 average cost per kit
Elementary Science Program kits continue to be available at this time.
Consult www.espsciencetime.org for additional information.

STARLAB (portable planetarium) (Grades 1-12)

Presentations: \$275/day with B4S instructor up to five lessons per day

Lease: \$135/day (only available for district employees who have completed a BOCES STARLAB certification course).

STARLAB Certification Course:

Unit cost: Free to participating districts
Re-certification (Every 5 years): FREE

Sunshine, Shadows And Silhouettes (in the STARLAB) (Grade: Kindergarten)

B4S instructor will conduct up to six lessons per day

Unit cost: Free to participating districts

Content, Curriculum and Alignment

B4S provides various types of professional development to assist teachers in their science instruction.

2018-2019

Unit cost: Free to participating districts

Consulting Services

Science Coaching, K-8

The B4S educators are available to work directly with your teachers in a variety of capacities. Contact us to design a unique coaching program for your district's specific needs.

2018-2019

Unit cost: \$525/day, or \$15,000/.2 FTE

B4S Unit Workshops

The science unit workshops are hands-on sessions in which teachers engage as students to provide deeper understanding of the science concepts, practices and core ideas of the NYSSLS.

2018-2019

Unit cost: Free to participating districts within 100 mile radius of our Spencerport location. Reasonable transportation costs for Districts outside our region.

NYS Elementary and Intermediate Science Assessments

Professional Development offerings include Training to Administer and Rate the ELS Performance Test and the ILS Performance Test.

2018-2019

Unit cost: Test Administration Training is free to participating districts

MONROE/ORLEANS ACCOUNTABILITY, ASSESSMENT, AND REPORTING SERVICES (MAARS)

Assistant Superintendent: Dr. Michelle M. Ryan, 349-9061, mryan@bocesmaars.org
Coordinator: Bridget Harris, 349-9010, bharris@bocesmaars.org

Core Services★

The MAARS staff will provide districts with guidance and training on:

- NYS Accountability/ESSA Guidance
- Content Area and Graduation Requirements
- NYS Assessment Administration and Scoring
- CBT Support
- Data Tools, Data Warehouse, and L2RPT
- Data Driven Instruction
- School Inquiry Teams
- Maximizing PLCs
- Support third party assessment platforms
- PSAT ordering & data analysis

MAARS will also provide districts with:

- Comparative Test Reports which include elementary, intermediate, Regents and AP data
- Facilitation of out-of-district placement contacts for NYS assessments

2018-2019
Unit cost: \$3.00/RWADA

NYS Assessment Scoring Coordination

This service will provide the organization and management necessary to complete the scoring of any grade 3-8 NYS assessment. District scorers will be trained using the scoring guides provided by SED.

2018-2019
Unit cost: \$750 daily rate, plus materials

Regents and NYSITELL Answer Sheets and Reporting

This service provides pre-printed, SED approved answer sheets for all Regents exams. A database is provided for scanning and scoring of all Regents exams. Item analysis, score and verification reports are available. Item responses are loaded in the data warehouse.

2018-2019
Unit cost: \$.90/exam (scanned in district)
Unit cost: \$1.20/exam (scanned at MAARS)
(\$500/district one-time charge for new participants)

NYS Assessment Processing★

Provides materials, scanning, processing, and reporting for the New York State assessments, as required by Every Student Succeeds. This service includes:

- (1) preprinted labels, class rosters, and answer sheets,
- (2) Participation in NYS paper and answer sheet bids,
- (3) Reports and files are generated as well as electronic file transfers to Data Warehouse for additional processing,
- (4) Each test is processed with Data Warehouse demographic data and edited for accuracy and completeness,
- (5) After final processing, files are transferred to the regional Data Warehouse for storage and New York State submission,
- (6) Supporting the transition to computer-based testing as needed.

2018-2019
Unit Cost: PBT \$5.30, CBT \$3.50/test

Regional Scoring

BOCES will manage the operations, training and scoring for the NYS Assessments. This includes the ELA and math at grades 3-8 along with the elementary and intermediate level science.

2018-2019
Unit cost: \$5.30/test

Regional Scoring for NYSESLAT

BOCES will manage the operations, training and scoring for the NYSESLAT assessment.

2018-2019
Unit cost: \$2.65/test

Training for NYSAA Administration★

Special education teachers will be provided training to administer all sections of NYSAA. During the full-day training, the regulations and administration guidelines will be explained.

2018-2019
Unit cost: \$84/person

The Following Services are Coordinated Through the RIC at Monroe #1 BOCES

Data Warehouse (WNYRIC)★

Districts are provided access to student and assessment data in multi-dimensional cube, report and view form. Regional comparisons and benchmark data for assessments are also provided. Training on the use of the data warehouse is part of the MAARS core services.

2018-2019
Unit cost: \$4,216.48/district

NYS Reporting★

MAARS will assist the district in creating demographic files needed for state reporting. Assessment data will be merged with demographic data from the district's student systems. This file will be imported to state software and forwarded to SED. The staff will assist districts in preparing, cleansing and verifying the accuracy and completeness of state-mandated data elements.

2018-2019
Unit cost: varies/RWADA

Privacy Service★

This service is designed to provide data security and privacy tools alongside expertise to support districts in the region to meet their data privacy and security challenges. This service supports district compliance with Education Law 2-d.

Unit cost: \$3,500/district

★ IMPORTANT NOTICE

In compliance with the State Education Department's regulations, the following services require participation by each district:

- Core Services • NYS Assessment Processing • NYS Reporting
- Data Warehouse (WNYRIC) • Regional Scoring for NYSAA
- Training for NYSAA Administration

Finance, Human Resources, and Labor Relations

Director of Finance: Steve Roland sroland@monroe2boces.org
Administrative Assistant: Mary Demmans mdemmans@monroe2boces.org

Director of Human Resources: Karen M. Brown, Esq. kbrown@monroe2boces.org

Administrative Assistant: Becky Maslowski bmaslows@monroe2boces.org

Administrator for Labor Relations

and Negotiations Service: Lynda M. VanCoske, Esq. lvancosk@monroe2boces.org

Legal Secretary: Diane Choromanskis dchoroma@monroe2boces.org

Finance

- Cooperative Bidding
- Rochester School Business Officials' Meetings
- Rochester Area School Health Plan I & II
- Rochester Area School Workers' Compensation Plan

Human Resources

- Human Resource Management Audit
- OWR Online Web Recruitment
- RASPA Rochester Area School Personnel Administrators' Meetings
- Shared Human Resources Manager

Labor Relations and Negotiation Service

- Labor Relations and Negotiation Service
- Attendance Investigator Service

Director: Steve Roland, 352-2412

Cooperative Bidding

Purchasing Agent: Rose Brennan, 352-2418

Co-Ser 652

Cooperative bids are conducted for the following categories: art supplies, athletic supplies, AV equipment installation service, beverages, bread products, building supplies, bus parts, calculators, classroom supplies, custodial supplies, electrical services, electricity supply, fine paper supplies, food service equipment repairs/services, food supply, fresh produce supply, health and safety supplies, HVAC services, ice cream and frozen desserts, magazines, medical trainer supplies, milk and juice, multimedia/AV equipment, music equipment, natural gas supply, office supplies, pool supplies, plumbing services, printer and copier supplies, and school lunch paper supplies. Periodically, depending on potential volume, cost savings and other factors, other categories are considered for addition to this list.

Participation in the Statewide School Finance Consortium is also available through this Co-Ser.

2018-2019

Cooperative Bidding: \$376/unit

Cooperative Bidding Food: \$2,185/unit

Cooperative Bidding Gas: \$1,207/unit

Cooperative Bidding Fine Paper Supplies: \$566/unit

Cooperative Bidding Electricity: \$1,085/unit

Statewide School Finance Consortium: \$625/district

Rochester School Business Officials' Meetings

Contact: Mary Demmans, 352-2412

Facilitator: Steve Roland

Co-Ser 512

School Business Administrators from surrounding school districts and BOCES, meet on a monthly basis to collaboratively share concerns, understandings, and practices in the areas of school finance.

2018-2019

Unit cost: \$179/participant

Rochester Area School Health Plan (RASHP I & II)

Administrator: Steve Roland, 352-2412

Co-Ser 634

Two health insurance plans are administered through the Rochester Area School Health Plan. Separate boards of directors composed of representatives from participating districts govern both plans. These plans are fully-insured programs recognized by the State Insurance Department and administered by Excellus.

Cost is shared among participating districts.

2018-2019

Unit cost: district specific

Rochester Area School Worker's Compensation Plan (RASWCP)

Contact: Bridget Livingstone, 352-2709

Co-Ser 634

Provides for the coordination of a self-funded workers' compensation program regulated by the New York State Workers' Compensation Board. Provides workers' compensation coverage to the employees of participating districts at the same level provided by an insurance company.

Monroe 2-Orleans BOCES serves as the coordinator and treasurer of the plan.

Cost is shared among participating districts.

2018-2019

Unit cost: district specific

Director: Karen M. Brown, Esq., 352-2429

Rochester Area School Personnel Administrators' Meetings (RASPA)

Contact: Becky Maslowski, 352-2429

Facilitator: Karen M. Brown, Esq., 352-2429

Co-Ser 512

Human Resource Administrators from surrounding school districts and BOCES meet on a monthly basis to collaboratively share experiences and knowledge about: staffing, certification, SED regulations and updates, health insurance and collective bargaining trends.

2018-2019

Unit cost: \$520/participant

Human Resource Management Audits

Contact: Becky Maslowski, 352-2429

Facilitator: Karen M. Brown, Esq.

Co-Ser 641

This service is designed to provide districts with assistance in administrative analysis and planning in the area of Human Resources. In collaboration with the district, an analysis plan is developed after the identification of the need for a review of existing practices, policies and/or procedures. Following the analysis, a formal recommendation will be developed in collaboration with the district. External consultant assistance is also available when specialized assistance is required and beyond the expertise or availability of BOCES staff.

2018-2019

Unit Cost: \$130/hour

(OWR) Online Web Recruitment

Contact: Becky Maslowski, 352-2429

Co-Ser 640

The Online Web Recruitment (OWR) Service provides access for school districts, via the internet, to interested and qualified candidates. The OWR tool allows districts to post job openings on their own website, and provides the ability to receive electronic information about candidates interested in each job vacancy. Districts can preview applications, resumes and other electronic information about candidates before the decision to interview candidates. Candidates who elect to do so can have their completed profiles viewed by any district participating in the service.

2018-2019

Unit cost: \$5,100/yr.

Shared Human Resources Manager

Administrator: Karen M. Brown, Esq., 352-2429

Co-Ser 313

A shared human resources manager is provided to the districts to oversee the human resources function and to supervise local support personnel in the operation of a human resources office. The shared human resources manager may perform tasks such as: screen and hire new staff; participate in collective bargaining negotiations; administer collective bargaining agreements; monitor personnel policies; coordinate the district's evaluation process; serve as the district's Title IX officer; prepare the personnel portion of the board of education agenda; coordinate activities with the local Civil Service Commission; organize employee training programs; and advise employees on benefit programs. BOCES aid is limited to .60 FTE per participating district.

2018-2019

Unit Cost: \$144,341/staff FTE

Administrator: Lynda M. Van Coske, Esq., 352-2603

Labor Relations and Negotiation Service

Co-Ser 614

Base Service

Provides analysis of existing labor contracts, comparison of contract language, and a database for comparing salaries and benefits for regional teacher, non-instructional and administrative employee groups. Consulting provided on employee issues such as ADA, FMLA, FLSA, seniority, tenure, and discrimination, etc. Assists with labor-related issues, grievance administration, developing counter-proposals to union demands, and provides in-service training on a variety of labor issues. Includes membership in the Greater Rochester Chamber of Commerce.

2018-2019

Unit cost: \$18,818/district

Extended Service

Direct, at the table negotiations and district representation at arbitrations, grievances, Section 75 hearings, and before PERB are available beyond the cost of the basic service.

2018-2019

Unit cost: \$100/hour

Unemployment Service

Provides quarterly reports on state unemployment insurance claim amounts; prepares, assists and represents the district at all related hearings and appeals. Districts may participate in the unemployment service without participating in the Labor Relations and Negotiation Services.

2018-2019

Unit cost: \$4,300/district

Superintendent's Disciplinary Hearings

Acts as the superintendent's designee. This includes conducting the hearing and drafting the recommendations to the superintendent. One fee provided for 25 hearings and an hourly rate will apply after 25 hearings. A district does not have to be a member of the Labor Relations and Negotiation Service to join this service.

2018-2019

Unit cost: \$4,150/district

Attendance Investigator Service

Co-Ser 329

The attendance program is staffed by school investigators contracted on an "on-call" basis to deal with student attendance issues and to deal with related residency issues for the district.

2018-2019

Unit cost: \$57/hour as needed

CROSS CONTRACT PROGRAMS

Cross Contract Programs with Other BOCES

2018-2019

The programs listed below are available to component districts by cross-contract with other BOCES. This listing is not exhaustive; other programs may be considered upon request. For additional information about these programs, call directly to the BOCES which is providing the service.

Co-Ser	Program Title	Costs	
Monroe 2-Orleans BOCES Service Code	Name of Service	Other BOCES Co-Ser	
MONROE #1 BOCES		2018-2019 UNIT COSTS	
260 490 010	Severely Disabled - District Based	202.010	\$49,980/pupil
260 490 020	12:1:4 - Behavior & Sensory	202.020	\$54,500/pupil
260 490 050	12:1:4 - Hillside Day Treatment	202.050	\$54,500/pupil
261 490 995	Sev Dis Rel Ser- District Based	202.995	as specified per usage
261 490 996	Sev Dis Rel Ser - Hillside Day Treatment	202.996	as specified per usage
261 490 999	Sev Dis Rel Ser - Related Serv	202.999	as specified per usage
262 490 010	District Based 12:1:1	213.010	\$43,154/pupil
262 490 015	U of R 12:1:1	213.015	\$25,750/pupil
262 490 060	Project Search 12:1:1	213.060	\$37,000/pupil
263 490 995	UR 12:1:1 Related Services	213.995	as specified per usage
264 490 000	Elem/Sec Program 6:1:1 - Bird/Morgan	216.000	\$58,000/pupil
264 490 025	Elem/Sec Program 6:1:1 Start/ALA	216.025	\$59,012/pupil
264 490 996	Related Services Start	216.996	as specified per usage
264 490 999	Elem/Sec Related Serv Bird/Morgan	216.999	as specified per usage
366 490 030	Deaf Edu Interpreter	306.030	\$63,180/FTE
369 490 020	Teacher of the Deaf	305.020	\$147,000/FTE
369 490 040	Deaf Education-Notetaker	307.040	\$31,310/FTE
460 490 040	Tutoring - Gen Ed Teacher	431.040	\$96,920/FTE
461 490 406	Arts in Ed Admin Chg	406.406	\$655.13/site
462 490 000	Challenger Learning Center	428.000	\$799/mission
526 490 000	School-to-Career - Coordination	526.000	\$1.66/RWADA
526 490 010	School-to-Career Base Charge	526.010	\$3,915/district
560 490 000	BoSAT Elem. Science	501.000	as specified per usage
561 490 021	Music Library Services	505.021	\$2,506/district
565 490 013	Technology Repair - Parts	520.013	as specified per usage
568 490 000	Urban Suburban Program	525.000	\$600/pupil
568 490 020	Transportation / Tokens	525.020	\$6.50/pupil
563 490 010	School Improvement - Workshops	540.010	as specified per usage
660 490 000	Non-Public Textbooks Coordination	603.000	\$11.03/text
661 490 010	Non-Public Textbooks Chargeback	603.010	as specified per usage
605 490 120	Core Operations & Maintenance	605.120	as specified per usage
605 490 121	Admin - Core	605.121	\$4.25/RWADA
605 490 130	Admin-Data Whse WNYRIC	605.130	\$4,300.83 base charge
605 490 132	Admin-Data WHSE Shared Staff	605.132	\$83,180/FTE
605 490 140	Admin-SEMS	605.140	\$45.29/teacher
605 490 141	Admin AESOP	605.141	\$0.64/RWADA
605 490 150	E-Rate	605.150	as specified per usage
605 490 160	Data Privacy Service	605.160	\$3,500/district
605 490 220	Student - NYS Reporting (RWADA)	605.220	\$4.35/RWADA
605 490 222	NYS Rptg - NYS Data Certification	605.222	\$1,061/district
604 490 223	NYS Rptg-NYS Data Cert- CB Maint	605.223	as specified per usage
605 490 230	IEP Direct	605.230	\$5,642.07/district
605 490 232	IEP Direct - RTIM Module	605.232	\$0.43/RWADA
605 490 250	Student Mgmt System Base	605.250	\$20,800/district
604 490 250	Student Mgmt System - RWADA	605.251	as specified per usage

CROSS CONTRACT PROGRAMS

Co-Ser

Program Title

Costs

Monroe 2-Orleans BOCES Service Code	Name of Service	Other BOCES Co-Ser	2018-2019 UNIT COSTS
604 490 253	Student Infinite Campu Maint	605.253	as specified per usage
605 490 300	Financial - Bid Plus	605.300	\$1,761.17/district
605 490 301	Select My Bid	605.301	\$1,250/district
604 490 302	Select My Bid - CB Maint	605.302	as specified per usage
605 490 340	Business Analytics	605.340	\$1,495/district
605 490 350	Financial WINCAP	605.350	as specified per usage
605 490 351	Financial WINCAP-Maint	605.351	as specified per usage
604 490 360	Kronos	605.360	\$9,333.34/district
604 490 361	Kronos CB	605.360	as specified per usage
604 490 370	Professional Development Svces - My Learning Plan	605.370	\$2,150/district
604 490 374	WinCap PD	605.374	as specified per usage
604 490 373	My Learning Plan - Maintenance	605.373	as specified per usage
605 490 380	Advanced Report Writing	605.380	\$1.11/RWADA
605 490 381	Advanced Report Writing - base fee	605.381	\$6,466.98 base charge
604 490 395	App/Dev Blackboard CB	605.395	as specified per usage
604 490 397	App/Dev Site Improve CB	605.397	as specified per usage
604 490 399	Sports Mgmt Maint CB	605.399	as specified per usage
604 490 402	Sports Scheduler	605.402	\$750/high school
604 490 404	Athletic Video Mgmt CB	605.404	as specified per usage
604 490 406	On-Line Sports Registration CB	605.406	as specified per usage
605 490 410	Que Center Work Order System	605.410	\$1,111.20/district
605 490 411	Que Center Wrk Sym CB	605.411	as specified per usage
604 490 412	R School Today Wrk Sym CB	605.412	as specified per usage
604 490 413	SchoolDude Wrk Sym Maint CB	605.413	as specified per usage
605 490 420	Server Hosting and Services	605.420	as specified per usage
605 490 430	Managed IT Services	605.430	per quote
605 490 440	Emergency Contact System	605.440	\$0.14/RWADA
604 490 441	Emergency Contact System CB Blackbird	604.441	as specified per usage
604 490 442	Emergency Contact CB School Mess	605.442	as specified per usage
605 490 470	Facilities Security Service	605.470	\$3,495/district
604 490 471	Facilities Security Service Vendor	605.471	as specified per usage
604 490 473	Facilities Security Service supplies CB	605.473	as specified per usage
604 490 474	Facilities Security Service Equipment CB	605.474	as specified per usage
605 490 450	Board Docs	605.450	\$1,525/district
604 490 492	Digital HR - Central Recruitment	605.492	as specified per usage
605 490 520	Network & Workstation	605.520	as specified per usage
605 490 600	Comm- E-Mail	605.600	\$40.16/account
604 490 602	Comm E-Mail CB	605.602	as specified per usage
605 490 604	Mail Meter	605.604	\$0.89/FTE
605 490 607	Virtual Hardware Hosting	605.607	\$6.20/account
605 490 610	Comm-Internet	605.610	\$7,385.53/site
605 490 611	Comm Provider Charges	605.611	as specified per usage
605 490 620	Comm-Internet Filter - Base Charge	605.620	\$3,153.60/base charge
605 490 621	Comm-Internet Filter (RWADA)	605.621	\$0.81/RWADA
605 490 630	Comm-Reg Network	605.630	\$1.51/RWADA
604 490 631	Comm-Reg Fiber Maint	605.631	as specified per usage
604 490 632	Reg Network Equipment CB	605.632	as specified per usage
604 490 635	Regntwk - Fiber Monthly Pyt	605.635	as specified per usage
605 490 637	Comm-Reg Netwk Gigabit	605.637	as specified per usage
605 490 638	Comm Reg - Firewall	605.638	\$4,993.34/district
605 490 639	Comm Reg Network - VOIP	605.639	as specified per usage
605 490 700	Courier/10	605.700	\$14,552.66/base charge
604 490 920	CB Equipment	605.920	as specified per usage
604 490 931	CB Supplies	605.931	as specified per usage
604 490 940	Chgbk - Contractual	605.940	as specified per usage
662 490 020	Disabled Program Transportation	607.020.000	\$2,978/pupil
662 490 120	Disabled Program Transportation-Bird/Morgan	607.020.010	\$1,558/pupil

CROSS CONTRACT PROGRAMS

Co-Ser

Program Title

Costs

Monroe 2-Orleans BOCES Service Code

Service Code	Name of Service	Other BOCES Co-Ser	2018-2019 UNIT COSTS
655.490.000	Telephone / Communications	656.000	\$8,585/district
657.490.010	Phone Service	656.010	as specified per usage
657.490.015	Phone Service 50% Aidable	656.015	as specified per usage
657.490.020	Phone Service - Non-Aidable	656.020	as specified per usage

BROOME-TIOGA BOCES

610.490	SchoolDude Facilities Mgmt Serv	688.727	\$93,532.90
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CAPITAL REGION BOCES

604.490	NERIC Coordination	691.440	As billed
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GENESEE VALLEY BOCES

571.490	Staff Development	526.001	As specified by usage
612.490	Central Food Services	612.000	\$70,985/staff FTE
617.490	Certification	601.000	As specified by usage
669.490.000	AESOP Replacement	619.000	\$28.25/employee
669.490.100	AESOP Non-replacement	619.100	\$11.75/employee
672.490	Staff Development - Bus Drivers Level 1	602.000	\$100/district
674.490	Health, Safety, Risk Management	615.000	Base + Sq. Ft.
675.490	Self-Funded Health Care Benefit Co	633.000	\$60.25/participant

ERIE #1 BOCES

679.490	GASB 75	658.100	As billed
682.490.405	Policy Manual Development	659.405	As billed
682.490.410	Administrative Manual Development	659.410	As billed
682.490.420	Monthly Policy Updates	659.420	\$650/district
682.490.425	Monthly Administrative Updates	659.425	\$650/district
682.490.430	Monthly & Quarterly Policy Revisions	659.430	\$1,700/yr.
682.490.435	Monthly & Quarterly Admin Revisions	659.435	\$1,700/yr.
682.490.440	Annual Policy/Admin Maintenance	659.440	As billed
683.490.150	IEP Frontline - NY	650.150	As billed
683.490.151	Frontline RTI	650.151	As billed
683.490.152	CENTRIS Sync	650.152	As billed
683.490.156	Document Repository and Fax Direct	650.156	As billed
683.490.951	Remote Support Infrastructure Fee	650.951	As billed

ORLEANS/NIAGARA BOCES

610.490	Sub Employment Management Service	610.000	As billed
687.490	Health Care Plan	611.000	\$10,410/district

WAYNE-FINGER LAKES BOCES

589.490	Section V Sports	531.040	As billed
676.490.000	Edutech Administrative	611.000	As specified by usage
676.490.039	Part B Annual Pass Thru	611.039	As specified by usage
677.490.000	Advertising Service	623.000	As specified by usage
677.490.001	Advertising Coordination Fee	623.001	\$27.61/ad

QUESTAR III BOCES

684.490	State Aid Planning Svce - Other BOCES	621.020	\$3,280/district
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MONROE 2—ORLEANS BOCES SERVICES

Instructional Programs

Co-SER/ Svc. CODE	SERVICES	Pg.	UNIT COST 2018-2019
I. Career and Technical Education		5-7	
101.000	A. Career and Technical Courses	6	\$9,202/half-day session
101.000	B. 9/10 CTE Exploration Program		\$9,202/half-day session
101.000	C. Services and Trades Courses		\$9,202/half-day session
101.000	D. New Visions Programs		\$9,202/half-day session
413.000	F. Alternative High School Equivalency Program (AHSEP) (TASC Test Assessing Secondary Completion™) (Ages 16 and older)		\$2,149/half-day session
II. Center for Workforce Development (CWD) - Adult Programs		8	
401.000	A. High School Equivalency (16-20 year old students out of school)		Unit cost: \$11.03
	B. Adult Career Education and Training		
	C. Employment Preparation Education		
	D. Adult Career Education and Diploma (ACED)		
	E. Continuing Education Courses		
	F. Career Training Programs		
	G. Guidance. Progress. Success.		
	H. Vocational Assessment		
III. Department for Exceptional Children		9-16	
	A. Special Education	9	
	1. Special Class Setting		
203.000	a) 12:1:1 Program		\$42,489/student
203.100	b) Hospitality and Applied Skills (HaAS)		\$21,245/student
203.200	c) Activities for Daily Living Center		\$21,245/student
203.300	d) Transition Program		\$45,424/student
203.400	e) Project SEARCH	10	\$36,413/student
204.000	f) 8:1:1 Communication and Social Skills (CaSS) Program (Jr. and Sr. High)		\$43,475/student
205.000	g) 6:1:1 Autism Spectrum Disorder (ASD)		\$59,837/student
205.000	h) 6:1:1 Medically Fragile		\$49,393/student
205.100	i) 6:1:1 Behavior Management Program		\$49,313/student
205.500	j) 6:1:1 Secondary Special Education Program		\$54,392/student
206.000	k) 8:1:2 Intensive Management Program (Elem.)		\$50,423/student
211	l) 6:1:2 Complex Needs Program		\$74,352/student
N/A	m) Individual Student Teacher Aides/SBA's (attach list of student names and programs)		
	2. Itinerant Services		
	a) Tutorial Services		
202.000	1. Tutoring Center		\$40.99/hour (classified)
202.001	2. Homebased		\$43.99/hour (classified)
406.000	3. Tutoring Center		\$40.99/hour (general)
406.001	4. Homebased		\$43.99/hour (general)

MONROE 2-ORLEANS BOCES SERVICES

Co-SER/ Svc. CODE	SERVICES	Pg.	UNIT COST 2018-2019
301.000	<i>b) Teachers of the Blind/ Visually Impaired</i>		\$7,735/hr./wk. (40 weeks)
301.010	1. Orientation and Mobility		\$7,735/hr./wk. (40 weeks)
302.000	<i>c) Teachers of the Deaf/Hard of Hearing</i>		\$6,310/hr./wk. (40 weeks)
302.010	1. Interpreter		\$86,567/year
302.030	2. Notetaker		\$54,497/year
302.050	3. Signing Skills Coach		\$58,910/year
302.020	<i>d) Audiological Services</i>		\$8,016/hr./wk. (40 weeks) plus \$1,090 base fee for FM System
303.000	<i>e) Occupational Therapy</i>		\$7,954/hr./wk. (40 weeks) or \$143,448/FTE
306.000	<i>f) Physical Therapy</i>		\$8,352/hr./wk. (40 weeks) or \$134,830/FTE
308.000	<i>g) Speech and Language Therapy (classified)</i>	12	\$8,030/hr./wk. (40 weeks) or \$142,981/FTE
	<i>h) Assistive Technology Services</i>		
308.021	1. Model A - Block Services		\$37,921/day/wk./yr.
308.023	2. Model C - Dedicated Student Hours per IEP		\$9,481/hr./wk./yr.
308.030	<i>i) NYS Licensed Speech Pathologist for Medicaid</i>		\$11,067/hr./wk. (40 weeks)
309.000	<i>j) School Social Work</i>		\$7,716/hr./wk. (40 weeks) or \$123,805/FTE
309.020	<i>k) School Psychology</i>		\$7,716/hr./wk. (40 weeks) or \$123,805/FTE
309.030	<i>l) Behavior Specialist</i>		\$7,716/hr./wk. (40 weeks)
309.060	<i>m) Family Support Services</i>		Call for Rates
	<i>n) Autism Specialist</i>	13	
311.041	1. Model A - Block Hours		\$7,983/hr./wk. (40 weeks)
311.042	2. Model B - Dedicated Block Hours		\$7,983/hr./wk. (40 weeks)
311.043	3. Model C - Dedicated Student Hours per IEP		\$7,983/hr./wk. (40 weeks)
311.044	4. Model D - Coach/Training Model Provision		\$7,983/hr./wk. (40 weeks)
311.000	<i>o) Consultant Special Education Teachers</i>		\$7,065/hr./wk. (40 weeks) or \$107,501/FTE
311.020	<i>p) Music Therapy</i>		\$5,826/hr./wk. (40 weeks)
311.030	<i>q) Art Therapy</i>		\$6,473/hr./wk. (40 weeks)
311.060	<i>r) Reading Specialist</i>		Call for Rate
311.110	<i>s) Inclusion Teacher Aide (attach list of student names)</i>		\$48,467/yr.
311.120	<i>t) Inclusion SBA</i>		\$49,257/yr.
	<i>u) Other Itinerant Staff (Please specify type of staff- i.e., health aide, nursing, etc. and attach list of student names)</i>		
318.000	3. Pupil Services Coordination		\$131,195/FTE
	4. Career Planning Services	14	
517.000	<i>a) Transition Services</i>		\$23,026/day
517.010	<i>b) 1:1 Job Coach (attach list of student names)</i>		\$24,234/half-day
517.020	<i>c) Work-Based Learning</i>		\$21,703/2.5 hrs./day (40 weeks)
517.040	<i>d) Person Centered Planning</i>		\$6,022/hr./wk./yr.
316.000	5. Supervisor Handicapped Programs		TBD upon request
	6. Extended School Year Program (12-month program)		
823	<i>a) Classroom Program</i>		TBD
841	<i>b) Itinerant Program</i>		TBD

MONROE 2-ORLEANS BOCES SERVICES

CO-SER/ Svc. CODE	SERVICES	Pg.	UNIT COST 2018-2019
N/A	c) <i>Preschool Program</i>		TBD
	7. <i>Preschool Services</i>		
N/A	a) <i>Special Class Integrated Setting</i>		
N/A	b) <i>Special Class (8:1:3 and 12:1:1)</i>		
653/512	8. <i>Teacher Immersion Fellows Program</i>		653: \$6,413/district 512: \$3,728/participant
	B. Education for Gifted and Talented	15	
	1. A Diversified Enrichment Program for the Talented (ADEPT)		
402.010	a) <i>Explorations (Elementary)</i>		\$8,242/building
402.020	b) <i>Discovery Program (Middle School)</i>		\$207/student
402.020	c) <i>Seminar Series (High School)</i>		\$207/student
402.040	d) <i>Student Leadership Training (High School)</i>		\$588/student
	e) <i>MasterMinds (Academic Competition)</i>		
510.050	1. <i>Jr. Varsity</i>		\$344/team
510.060	2. <i>Varsity</i>		\$793/team
510.070	f) <i>Academic Challenge Bowl</i>		\$494/team
510.080	g) <i>Interscholastic Chess</i>		\$335/team
512.030	h) <i>Professional Development Series</i>		\$855/participant
512.035	i) <i>Network Consortium</i>		\$594/district
512	j) <i>Consulting Services</i>		N/A
	C. Programs for English as a New Language	16	
	1. Itinerant Services (please order as K-12)		
315.000	a. <i>Elementary, Middle and High School</i>		\$20,923/day
	IV. Westside Junior/Senior High Academy		
423.000	A. Westside Jr. High Academy (General Education Grades 7-8)		\$29,569/student
423.010	B. Westside Sr. High Academy (General Education Grades 9-12)		\$29,569/student
423.020	C. TEAM (Teenage Education and Parenting Program)		\$29,569/student
	V. Regional Summer School		
417	A. Grades 7-8 (remedial)		
	1. <i>Reading/Math Clinic</i>		\$507/course
	2. <i>Middle School Program</i>		\$466/course
417	B. Grades 9-12		
	1. <i>Remedial</i>		\$425/1 credit; \$263/.5 credit
	2. <i>New</i>		\$696/1 credit; \$300/.5 credit
	3. <i>Review</i>		
	a) <i>6-Day Review Course</i>		\$101/course
	4. <i>Test only</i>		\$19/test

MONROE 2-ORLEANS BOCES SERVICES

CO-SER/
SVC. CODE SERVICES

Pg. UNIT COST 2018-2019

Instructional Support

I. Communication and Technology Services (CaTS)

18-21

A. Communications Services		18	
528.000	1. Printing & Graphics		Based on past usage
	2. School Information Services		
615.000	a) Base Service		\$19,625/day/wk. (52 weeks)
615.000	b) Video Production		\$5,625 base charge
B. Instructional Technology Services		19	
328.000	1. Computer Education Coordinator		\$60,885 (based on .6 FTE)
430.000	2. eLearning		
430.000	a) Base Service		\$2.02/RWADA
430.010	b) Online Courses (eLearning Base Service required)		solution-based
430.020	3. GCN Online Tutorials		\$1,495 unlimited access
	4. Technology Staff Development (Model Schools)		
524.000	a) Base Service (Required if participating in 525)		Base cost plus \$2.05/RWADA
524.010	b) Instructional Technology Specialists		\$42,005 (based on .4 FTE)
513.000	5. Library Automation		\$6,065/site (plus add-ons)
	6. Media Library	20	
530.000	a) Media Library (VHS/DVD/Streaming) & Video Duplication		Base cost plus \$4.24/RWADA
530.020	b) Online Resources		\$900/district (plus \$0.37/RWADA, plus the cost of the database)
820.207	7. School Library System		N/A
D. Technical Support Services		21	
	1. Instructional Computing		
525.000	a) Base Service		\$3.17/RWADA
	b) Computer Based Guidance Systems		\$725/site (plus cost of application)
525.010	1. Choices		
525.010	2. Career Cruising		
525.010	3. Guidance Direct		
525.010	4. Naviance		
525.010	5. Other		
525.020	c) Shared Technician		\$78,600/FTE
601.000	2. Records Management		\$4.14/RWADA
608.000	3. Instructional Support Network (ISN)		
608.000	a) Training and Support Base Service		\$3.84/RWADA
	4. Technical Services		
527.000	a) Audio/Visual/Computer Equipment Repair		Base cost plus \$8.10 RWADA
527.020	c) Assistive Technology Acquisition/Repair		\$16,800/district

MONROE 2-ORLEANS BOCES SERVICES

CO-SER/
SVC. CODE

SERVICES

Pg.

UNIT COST 2018-2019

II. School Improvement Program

22-25

512.000	A. Base Service (Note: All districts must participate in the base service in order to access the School Improvement Co-Ser. Districts participating in this program are eligible for BOCES aid on substitute teacher stipend costs for School Improvement and for related Curriculum and Staff Development programs.)	22	\$6,458
	B. Professional Development Services		
	1. Administrators' Regional Meetings		
512.022	a) Chief School Administrator		\$627/participant
512.022	b) Assistant Superintendents for Instruction		\$637/participant
512	2. Principal APPR Re-Certification Training		\$535/half day
512	3. Teacher APPR Re-Certification Training		\$535/half day
512	4. NYSED Statewide Professional Development Turnkey Services		\$1,068/day, \$5,340 total
512	5. Standards-Based Assessment Development		\$1,068/day
	6. On-Site Customized Professional Learning		\$1,068/day
512	7. Instructional Audits	23	\$1,068/day
512	8. Curriculum Writing		\$780/district
512	9. Regional Social Studies Curriculum Writing		\$780/district team
512	10. Regional Bilingual Education Resource Network (RBE-RN)		Technical assistance and professional development gratis; workshop materials vary
512	11. Leadership Institute		\$3,710/participant
512	12. Mentoring That Matters	24	\$218/participant
512	13. Teacher Leader Development Academy		\$300
512	15. In-District Instructional Coaching		\$1,068/day
	a) ELA		
	b) Math		
653/512	16. Teacher Immersion Fellows Program		653: \$6,413/district 512: \$3,728/participant
101.000	17. STEM Coach		\$20,510/.2 FTE

III. Grant Writing

25

541.000	A. Base Service		\$2,675/year
541.000	B. Grant Writing/Editing Service		\$79/hr.
541.000	C. Consolidated Application Service		\$3,175
541.000	D. Title I for Private (nonpublic) Schools		\$1,143
541.000	E. CR Part 154		\$1,081

IV. Reading Recovery

512.040	A. New Teacher Training		\$10,208/participant
512.040	B. Teachers receiving continuing contact from Teacher Leader		\$2,621/participant

MONROE 2-ORLEANS BOCES SERVICES

Co-SER/
SVC. CODE

SERVICES

Pg.

UNIT COST 2018-2019

Co-SER/ SVC. CODE	SERVICES	Pg.	UNIT COST 2018-2019
V. BOCES 4 Science/Elementary Science Program		26	\$335 average cost per kit
502.000	A. STARLAB		
	1. Portable Planetarium, Grades 1-12; Presentation with instructor		\$275/day
	2. District employee who has completed certification course		\$135/day
	3. Sunshine, Shadows, and Silhouettes lesson presentation with instructor		Free to participating districts
502.000	B. Content, Curriculum and Alignment		Free to participating districts
502.000	C. Consulting Services		
	1. Coaching, K-8		\$525/day or \$15,000/.2 FTE
502.000	D. B4S Unit Workshops		Free to participating districts
502.000	E. NYS Elementary and Intermediate Science Assessments		Test Administrative Training is free to participating districts
VI. MAARS		27	
	A. Core Services		\$3.00/RWADA
	B. NYS Assessment Scoring Coordination		\$750 daily rate, plus materials
	C. Regents Answer Sheets and Reporting		\$.90/exam (scanned in district), \$1.20/exam (scanned in MAARS)
	D. NYS Assessment Processing		\$5.30/test
	E. Regional Scoring		\$5.30/test
	F. Regional Scoring for NYSESLAT		\$2.65/test
	H. Training for NYSAA Administration		\$84/person
	The following services are coordinated through the RIC at Monroe #1 BOCES.		
	I. Data Warehouse (WNYRIC)		\$4,216.48/district
	J. NYS Reporting		varies/RWADA
	K. Data Privacy Service		\$3,500/district

MONROE 2-ORLEANS BOCES SERVICES

CO-SER/
SVC. CODE SERVICES

PG. UNIT COST 2018-2019

Finance, Human Resources and Labor Relations

I. Finance

652.000	A. Cooperative Bidding (for current participation information contact Joanne Laurini at 352-2622)	29	Cooperative Bidding \$376/unit
	<input type="checkbox"/> Art <input type="checkbox"/> Athletic <input type="checkbox"/> AV equipment installation <input type="checkbox"/> Beverages <input type="checkbox"/> Bread products <input type="checkbox"/> Building supplies <input type="checkbox"/> Bus parts <input type="checkbox"/> Calculators <input type="checkbox"/> Classroom <input type="checkbox"/> Custodial <input type="checkbox"/> Electrical service <input type="checkbox"/> Electricity <input type="checkbox"/> Fine paper <input type="checkbox"/> Food service equipment repairs/services <input type="checkbox"/> Food supply <input type="checkbox"/> Fresh produce <input type="checkbox"/> Health and safety <input type="checkbox"/> HVAC services <input type="checkbox"/> Ice cream/frozen desserts <input type="checkbox"/> Magazines <input type="checkbox"/> Medical trainer <input type="checkbox"/> Milk and juice <input type="checkbox"/> Multimedia/AV equipment <input type="checkbox"/> Music equipment <input type="checkbox"/> Natural gas <input type="checkbox"/> Office <input type="checkbox"/> Plumbing services <input type="checkbox"/> Pool supplies <input type="checkbox"/> Printer and copier supplies <input type="checkbox"/> School lunch paper		Food \$2,185/unit Gas \$1,207/unit Fine Paper \$566/unit Electricity \$1,085/unit Statewide School Finance Consortium \$625/district
512.022.003	B. Rochester School Business Officials' Meetings		\$179/participant
634.000	C. Rochester Area School Health Plan (RASHP I)		district specific
634.001	D. Rochester Area School Health Plan (RASHP II)		district specific
634.010	E. Rochester Area School Workers' Comp. Plan (RASWCP)		district specific

II. Human Resources

		30	
512.022.004	A. Rochester Area School Personnel Administrators' (RASPA) Meetings		\$520/participant
641.000	C. Human Resource Management Audits		\$130/hour
640.000	D. (OWR) Online Web Recruitment		\$5,100/yr.
313.000	E. Shared Human Resources Manager		\$144,341/Staff FTE

III. Labor Relations and Negotiation Services

		31	
	A. Labor Relations and Negotiation Services		
614.000	1. Base Service		\$18,818/district (Extended service \$100/hour)
614.040	2. Unemployment Service		\$4,300/district
614.060	3. Superintendent's Disciplinary Hearings		\$4,150/district
329.000	B. Attendance Investigator Service		\$57/hour as needed

MONROE 2—ORLEANS BOCES

INDEX

Career and Technical Education 6

Career and Technical Courses.....	6
9/10 CTE Exploration Program.....	6
Services and Trades Courses.....	6
New Visions Program.....	6
New Visions Courses:	

Alternative High School Equivalency Program (AHSEP).....	6
Career and Technical Education Career Clusters.....	7

Center for Workforce Development..... 8

High School Equivalency.....	8
Adult Career Education and Training.....	8
Employment Preparation Education.....	8
Customized Business Solutions.....	8
Adult Career Education and Diploma (ACED).....	8
Continuing Education Courses.....	8
Center for Workforce Development.....	8
Guidance. Progress. Success.....	8
Vocational Assessment.....	8

Department for Exceptional Children..... 9

Special Education.....	9
Special Class Setting.....	9
12:1:1 Program.....	9
Hospitality and Applied Skills (HaAS).....	9
Activities for Daily Living Center.....	9
Transition Program.....	9

Special Education..... 10

Project SEARCH.....	10
8:1:1 Communication and Social Skills (CaSS) Program (Junior/Senior High).....	10
6:1:1 Autism Spectrum Disorder (ASD).....	10
6:1:1 Medically Fragile.....	10
6:1:1 Behavior Management Program.....	10
6:1:1 Secondary Special Education Program.....	10
8:1:2 Intensive Management Program.....	10
6:1:2 Complex Needs Program.....	10
Itinerant Services.....	11
Tutorial Services* (General and Classified).....	11
Teachers of the Blind/Visually Impaired.....	11
Teachers of the Deaf/Hard of Hearing Signing Skills Coaches Notetakers/Interpreters.....	11
Audiological Services.....	11
Occupational Therapy.....	11

Special Education.....	11
Physical Therapy.....	11
Speech and Language Therapy (Classified).....	12
Assistive Technology Services.....	12
NYS Licensed Speech Pathologist for Medicaid.....	12
School Social Work.....	12
School Psychology.....	12
Behavior Specialist.....	12
Family Support Services.....	12
Special Education.....	12
Autism Specialist.....	13
Consultant Special Education Teachers.....	13
Music/Art Therapy.....	13
Reading Specialist.....	13
Inclusion Teacher Aide.....	13
Inclusion Student Behavioral Assistant.....	13
Pupil Services Coordination.....	13
Special Education.....	13

Special Education..... 14

Career Planning Services.....	14
Transition Services	
Job Coach Services	
Work-Based Learning Career Exploration Center	
Person Centered Planning	
Supervisor Handicapped Programs.....	14
Extended School Year Program.....	14
Classroom, Itinerant and Preschool Programs	
Preschool Services.....	14
Special Class Integrated Setting	
Special Class (8:1:3 and 12:1:1)	
Teacher Immersion Fellows Program.....	14

Education for Gifted and Talented..... 15

A Diversified Enrichment Program for the Talented (ADEPT).....	15
Explorations.....	15
Discovery Program and the High School Seminar Series.....	15
Student Leadership Training.....	15
MasterMinds.....	15
Academic Challenge Bowl.....	15
Interscholastic Chess.....	15
Professional Development Series.....	15
G/T Network Consortium.....	15
G/T Consulting Services.....	15

MONROE 2—ORLEANS BOCES

INDEX

Programs for English as a New Language.....16

Itinerant Services.....16

Other Instructional Programs.....16

Westside Junior/Senior High Academy with.....16

Regional Summer School.....16

Communication and Technology Services.....18

Communications Services.....18

Printing and Graphics18

Graphics/Pre-Press

School Information Services.....18

Video Production.....18

Instructional Technology Services.....19

Computer Education Coordinator
(Instructional Technology Specialist).....19

eLearning (Distance Learning).....19

Base Service

Online Courses

GCN Online Web Training Module19

Technology Staff Development/Instructional Technology Specialist 19

(Model Schools).....19

Base Service

Instructional Technology Specialists

Library Automation19

Instructional Technology Services20

Media Library.....20

Online Resources20

School Library System.....20

Technical Support Services.....21

Instructional Computing.....21

Base Service

Computer Based Guidance Systems

Shared Technician

Records Management.....21

Instructional Support Network (ISN)21

Training and Support Base Service

Technical Services21

Audio-Visual /Computer Equipment Repair

Assistive Technology Acquisition/Repair

Curriculum, Instruction and Professional Development.....22

Base Service22

Administrators' Regional Meetings22

Principal APPR Re-Certification Training22

Teacher APPR Re-Certification Training22

NYSED Statewide Professional Development Turnkey Service22

Standards-Based Assessment Development.....22

On-Site Customized Professional Learning.....22

Instructional Audits23

Curriculum Writing.....23

Math and ELA

Regional Social Studies Curriculum Writing.....23

Regional Bilingual Education Resource Network (RBE-RN).....23

Mid-West RBE-RN

Leadership Institute23

Curriculum, Instruction and Professional Development23

Mentoring That Matters.....24

Training For New Mentors.....24

Academy for Instructional Coaches.....24

Demonstration Classrooms.....24

In-District Instructional Coaching.....24

ELA

Math

Teacher Immersion Fellows Program.....24

STEM Coach24

Curriculum, Instruction and Professional Development24

Grant Writing.....25

Grant Writing.....25

Base Service

Grant Writing/Editing Service

Consolidated Application Service

Title I for Private (non-public) Schools

CR Part 154

Reading Recovery25

Reading Recovery.....25

BOCES 4 Science/Elementary Science Program (ESP) ..26

BOCES 4 Science/ Elementary Science Program.....26

STARLAB (portable planetarium) (Grades 1-12)

STARLAB Certification Course:

Sunshine, Shadows And Silhouettes (in the STARLAB) (Grade:
Kindergarten)

Content, Curriculum and Alignment.....26

Consulting Services.....26

Science Coaching, K-8

MONROE 2—ORLEANS BOCES

INDEX

B4S Unit Workshops	26
NYS Elementary and Intermediate Science Assessments	26
Monroe/Orleans Accountability, Assessment, and Reporting Services (MAARS)	27
Core Services	27
NYS Assessment Scoring Coordination.....	27
Regents Answer Sheets and Reporting.....	27
NYS Assessment Processing.....	27
Regional Scoring.....	27
Regional Scoring for NYSESLAT.....	27
Training for NYSAA Administration	27
Data Warehouse (WNYRIC).....	27
NYS Reporting.....	27
Privacy Service.....	27
Finance	29
Cooperative Bidding.....	29
Rochester School Business Officials’ Meetings.....	29
Rochester Area School Health Plan (RASHP I & II).....	29
Rochester Area School Worker’s Compensation Plan (RASWCP)	29
Human Resources	30
Rochester Area School Personnel Administrators’ Meetings (RASPA).....	30
Human Resource Management Audits.....	30
(OWR) Online Web Recruitment	30
Shared Human Resources Manager	30
Labor Relations	31
Labor Relations and Negotiation Service.....	31
Base Service	
Extended Service	
Unemployment Service	
Superintendent’s Disciplinary Hearings	
Attendance Investigator Service	31





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